



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
Council Chambers, 305 West Third Street
Oxnard, CA 93030

February 1, 2018
5:30 p.m.

A. Roll Call/Posting of the Agenda

B. Approval of Minutes

1. SUBJECT: Approval of the minutes of June 16, 2016.
RECOMMENDATION: Approve.

C. Future Committee Meeting

1. SUBJECT: Establishment of Future Regular Meeting Dates
RECOMMENDATION: Approve a motion to set the dates of future Committee meetings for 2018.

D. Presentation on:

1. SUBJECT: Measure O Revenues and Expenditures for Fiscal Years 2016-17 and 2017-18
RECOMMENDATION: Receive update.
2. SUBJECT: Update on Measure O Expenditures for Fiscal Year 2016-17
RECOMMENDATION: Receive update.
3. SUBJECT: Discuss Proposed Fiscal Year 2017-18 Recommended Measure O Expenditures
RECOMMENDATION: Provide feedback to the City Manager

E. PUBLIC COMMENT

At a special meeting, a person may address the legislative body only on matters appearing on the agenda. The presiding officer will limit public comments to three minutes per speaker. Public comments will be considered at the time of consideration of the agenda item.

F. Adjournment.

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.

MINUTES

Measure O Citizen Oversight Committee
Special Meeting
June 16, 2016

A. Roll Call

At 5:00 p.m., the special meeting of the Measure O Citizen Oversight Committee convened at the Oxnard Public Library, Meeting Room B. Commissioners Deirdre Frank, Nancy Lindholm, David Garcia; Kay Brainard; Joe Munoz; Juan Reynoso and Len Shulman were present. Commissioner Ruby Durias was absent. The Recording Secretary stated that the agenda was posted on Thursday. Chair Frank presided and called the meeting to order. Staff members present were: Greg Nyhoff, City Manager; Jeri Williams, Police Chief; Jason Benites, Assistant Police Chief; Bryan Brice, Fire Chief; Daniel Rydberg, Public Works Director; Michael Henderson, General Service Superintendent; Keith Brooks, Information Technology Director; Jefferson Billingsley, Assistant City Attorney; and Luly López, Recording Secretary.

B. Approval of Minutes

1. SUBJECT: Approval of minutes of June 11, 2015.
RECOMMENDATION: Approve.
ACTION: Vice Chair Lindholm moved approval as recommended.
Commissioner Brainard seconded, and the motion carried unanimously.

C. Presentation on:

1. SUBJECT: Update on current Measure O ongoing projects:
RECOMMENDATION: Receive update.
DISCUSSION: The City Manager combined items 1 and 2 and gave an overview of the City's financial situation and discussed the reductions that were needed in order to create stability. The City Manager gave a financial report on Measure O funds for Fiscal Year 2015-16, the ongoing projects and the recommended items for Fiscal Year 2016-17. The City Manager stated that he will be asking City Council to consider the use of one-time only items from Measure O. He discussed the one-time items needed in Fiscal Year 2016-17 which include:
 - PACC air conditioning and floor repair
 - Fire Standards of coverage study
 - Fiber Master Plan
 - Replacement of 8 Public Safety vehicles
 - Animal Shelter Feasibility Study

He also stated that he wants to earmark additional funds for:

- facilities maintenance and repairs
- neighborhood park improvements
- community parks improvements

He will bring back the specifics at a later date. The Fire Chief Brice discussed the shell-life of the breathing apparatus and the standards of coverage study which is a deployment study that brings in experts that looks at how you have your resources placed within your City. In 2005 a Fire Standards of Coverage study was completed. A community risk assessment and standards of coverage is recommended every ten years or sooner as defined by the Center for Public Safety Excellence and the Commission on Fire Accreditation International depending on population changes and the development activity. The study will include developments in wagon wheel, Teal Club and La Colonia to name a few.

The Police Chief discussed the purchase of body cameras, public safety replacement vehicles and police workforce scheduling software. She stated that the body worn cameras are an enhancement and will allow us to purchase 100 cameras for first responders. The Information Technology Director discussed the fiber master plan and the economic benefits for the City.

The Measure O Citizen Oversight Committee expressed their appreciation over the fact that the City Manager informed them of his planned expenditures of Measure O funds prior to presenting it for City Council approval.

The General Services Superintendent discussed the ongoing maintenance and operations of College Park.

The Oversight Board requested that we provide an update on the Library Integrated System with Polaris and also the ongoing financial commitment to College Park. The Public Works Director discussed the ongoing street projects.

Chair Frank would like to see ongoing funding for a new senior center.

Commissioner Garcia stated that we need to invest in youth programs.

2. SUBJECT: Discuss Proposed Fiscal Year 2016-17 Recommended Measure O Expenditures.

RECOMMENDATION: Provide feedback to the City Manager.

D. Public Comments

Steve Nash stated his opinion that the highest investment is in music and the arts. He also expressed concern with the ongoing commitments and how are we going to transition the cost to the general fund in 2028? What is the timeline?

Jackie Teseschi stated her concern regarding the citywide sidewalk liability to the City.

E. Adjournment

At 6:26 p.m., the Measure O Citizen Oversight Committee concurred to adjourn the meeting.

Luly A. López
Recording Secretary

Deirdre Frank
Chair

MEMO



January 29, 2018

TO: Members of the Measure O Citizen Oversight Committee

FROM: Luly Lopez, Executive Assistant

SUBJECT: Establishment of Future Regular Meeting Dates

RECOMMENDATION: That the Measure O Citizen Oversight Committee (Citizen Oversight Committee) meet quarterly on the 4th Thursday in:

- January
- April
- July
- October

BACKGROUND

On March 2, 2010 the City Council adopted Resolution No. 13,776 creating the nine-member Citizen Oversight Committee and called for bi-annual meetings.

On October 7, 2010 the Citizen Oversight Committee approved regular meetings in June and November with meetings to take place at the Oxnard Public Library. On February 23, 2012 the Citizen Oversight Committee changed regular meeting to the fourth Thursday in January and August.

Staff is recommending that the Oversight Committee meet on a quarterly basis.

FY 2017-2018 MEASURE “O” UPDATE

Presenter:

Jim Throop, Chief Financial Officer

February 1, 2018

INTRODUCTION

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- Measure O Purposes

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- Measure O Fund Overview

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- FY16-17 Re-cap

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- FY17-18 Appropriations

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- Additional Requests

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- Revised Fund Estimates

MEASURE O PURPOSES

- The ½ cent sales tax is a general purpose sales tax
- Approved by voters Nov. 2008 to protect, maintain, and enhance vital city services including:
 - Police, Fire, and emergency response
 - Street paving, sidewalk/pothole repair to improve traffic flow
 - Expand youth recreation, improve senior services
 - Acquire property for parks / open space preservation
 - Upgrade storm water drains, and other general city services
- Sunset in 2028
- Discuss Long-term Financial Concepts
- Discuss funding of projects and programs

MEASURE O FUND OVERVIEW (\$ IN MILLIONS)

Audited Ending FY15-16 Fund Balance	\$7.23
FY16-17 Revenues	16.08
FY16-17 Expenditures	-12.78
Audited Ending FY16-17 Fund Balance	\$10.53
FY17-18 Projected / Budgeted Revenues	15.95
FY17-18 Appropriations to date	-15.86
Estimated Ending FY17-18 Fund Balance	\$10.62

FY17-18 Projected Revenues	
Half Cent Sales Tax	14.03
General Fund Loan Pymt.	1.88
Other Revenue (Interest Earnings)	0.04
Total Revenues *	\$15.95

**** As of December 31, 2017 total Appropriations included the following**

FY17-18 Adopted Budget		
Itemized Budget Appropriations	Amount	Council Date
Fund project management (Stantec) for new Senior Facility Center	0.07	11/7/2017
Funding to various park facility improvements under HRP grants(A-8019)	0.67	11/14/2017
Additional funding to Police Station Roof Replacement	0.25	12/19/2017
Budget Appropriations post Adopted Budget	\$0.99	
FY16-17 Carryover	\$1.88	
FY17-18 Revised Budget (as of closing December 31, 2017) *	\$15.86	

FY16-17 RE-CAP

Programs	Adopted FY16-17	FY16-17 YTD Expense	FY16-17 Carryover
CAD/RMS OPERATIONAL	787,947	495,421	
BODY CAMERAS	220,000	216,148	
PUB SAFETY VEHICLE REPLAC	450,000	431,668	
WORKFORCE SCHEDULING SOFT	60,000	-	60,000
ANIMAL SHELTER FEAS STUDY	25,000	-	25,000
POLICE BUILDING C ROOF REPAIR	-	-	375,000
FIRE STAND OF COVER STUDY	50,000	11,885	38,115
SELFC BREATHING APPARATUS	100,000	100,000	
FIRE STATION 6 ROOF REPAI	-	-	125,000
CITI CORPS TOWNKEEPER	550,000	557,437	
ENHANCE COMMUNITY POLICE	3,001,998	2,211,548	
FIRE STATION8 LEASE DEBT	1,357,600	1,389,232	
FIRE STATION 8 OPERATIONS	3,080,790	3,853,809	
FIRE TRUCK LEASE 2013	169,182	169,182	
Public Safety & Gang Prevention Intervention Total	9,852,517	9,436,330	623,115
ITS ANNUAL MAINTENANCE	-	78,483	71,188
2014 LEASEREV STREET BOND	1,674,200	1,664,900	
ALLEY & ROADWAY REPAIR	-	197,392	
Traffic & Road Improvements Total	1,674,200	1,940,775	71,188

FY16-17 RE-CAP CONT'

Programs	Adopted FY16-17	FY16-17 YTD Expense	FY16-17 Carryover
CITY HALL 305 ELEVATOR RE	-	-	250,000
COLONIA GYM FACIL REPAIRS	18,000	8,890	9,110
SENIOR CENTER FACILITY	-	482	22,230
NEW SENIOR CENTER	-	-	25,000
EAST VILLAGE PARK	-	57,172	42,828
LEMONWOOD ENVIRON & LAND	-	21,448	75,134
DEL SOL PARK- WALK TRACK	-	-	15,000
CITY-WIDE SIDEWALK REPAIR	-	-	250,000
COLLEGE PARK ANNUAL MAINTENANCE	466,527	482,535	
COLLEGE PARK PROGRAM	-	159,730	
DAY AT THE PARK-SPECIAL NEEDS	-	1,575	
EAST VILLAGE PARK MAINTENANCE	-	86,756	
HOMEWORK CENTER MAIN LIBRARY	21,178	22,276	
LIBRARY INTEGRATED SYSTEM	50,000	63,520	
LIBRARY WI-FI OPERATIONAL	-	1,689	
DEL NORTE ARTERIAL RESURF	-	8,604	
THOMPSON PARK RESTROOM	-	34,947	
SENIOR PROG ACQ & REPAIR	-	22,686	5,154
MOBILE ACTIVITY CENTER SERVICES	30,000	35,667	
POLICE ACTIVITY LEAGUE (PAL) OPERATIONAL	147,602	177,537	
EPA JOB TRAIN 2013-2016	-	21,425	26,866
PRESCHOOL TO YOU	135,000	120,086	
SENIOR NUTRITION PROGRAM ENHANCEMENT	40,000	7,489	16,000
Parks & Open Space Total	908,307	1,334,515	737,322

FY16-17 RE-CAP CONT'

Programs	Adopted FY16-17	FY16-17 YTD Expense	FY16-17 Carryover
PACC AUDITORIUM REPAIRS	350,000	-	350,000
FIBER MASTER PLAN	100,000	-	100,000
ORMOND BEACH ENHANCEMENT		20,127	
SPANISH LANGUAGE INTERPRETATION OF COUNCIL MEETINGS	50,000	52,638	
EARMARK ADDITIONAL FUNDS (Facilities, Parks and Sidewalk repairs)	2,250,000	-	-
Other Community Improvements Total	2,750,000	72,765	450,000
Total	15,185,024	12,784,385	1,881,625

FY17-18 APPROPRIATIONS

Programs	Adopted FY17-18
CAD/RMS OPERATIONAL	800,000
CITI CORPS TOWNKEEPER	550,000
ENHANCE COMMUNITY POLICE	2,800,000
FIRE STATION8 LEASE DEBT	1,355,918
FIRE STATION 8 OPERATIONS	3,800,000
FIRE TRUCK LEASE 2013	169,182
Public Safety & Gang Prevention Intervention Total	9,475,100
2014 LEASEREV STREET BOND	1,673,202
ALLEY & ROADWAY REPAIR	500,000
Traffic & Road Improvements Total	2,173,202
COLLEGE PARK ANNUAL MAINTENANCE	500,000
COLLEGE PARK PROGRAM	155,000
DAY AT THE PARK-SPECIAL NEEDS	17,453
EAST VILLAGE PARK MAINTENANCE	100,000
HOMEWORK CENTER MAIN LIBRARY	41,309
LIBRARY INTEGRATED SYSTEM	50,000
LIBRARY WI-FI OPERATIONAL	2,000
MOBILE ACTIVITY CENTER SERVICES	50,000
POLICE ACTIVITY LEAGUE (PAL) OPERATIONAL	140,000
PRESCHOOL TO YOU	135,000
SENIOR NUTRITION PROGRAM ENHANCEMENT	40,000
Parks & Open Space Total	1,230,762
ORMOND BEACH ENHANCEMENT	50,000
SPANISH LANGUAGE INTERPRETATION OF COUNCIL MEETINGS	56,807
Other Community Improvements Total	106,807
	12,985,871

ADDITIONAL REQUESTS

•Police & Fire handheld radios (cash purchase)	\$ 1,000,000
•Lease Purchase (Radio Infrastructure & 3 Fire Trucks)	\$ 984,000
•1 Fire Truck (cash purchase)	\$ 800,000
•Safe Home Safe Family	\$ 395,000
•Park Master Plan	\$ 325,000
•Recreation LBE Conversion	\$ 320,000
•Removal of Parks' dead trees	\$ 50,000
•Summer at City Hall - Internship	\$ 25,000
•Colonia Gym Boxing Center Improvement	<u>\$ 20,000</u>
Sub-total	<u>\$ 3,919,000</u>

REVISED FUND ESTIMATES (IN MILLIONS)

Audited Ending FY15-16 Fund Balance	\$7.23
FY16-17 Revenues	16.08
FY16-17 Expenditures	-12.78
Audited Ending FY16-17 Fund Balance	\$10.53
FY17-18 Projected / Budgeted Revenues	15.95
FY17-18 Appropriations to date + Proposed Augmentations	-19.78
Estimated Ending FY17-18 Fund Balance - Revised	\$6.71

