



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

October 3, 2013
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. Selection of Vice-Chair

D. Approval of Minutes

1. SUBJECT: Approval of the minutes of June 13, 2013.
RECOMMENDATION: Approve.

E. Presentations:

1. Fiscal Year 2012-13 Unaudited Financial Statements
2. Update on City Council approved Measure O Funding
3. Update on Measure O Street Programs

F. Discussion of committee's role concerning making recommendations to City Council on Measure O spending, and consideration of sending a letter from the Measure O Citizen Oversight Committee Chair to the City Council.

G. Future Agenda Items

H. Adjournment to Thursday, January 23, 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 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.
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MINUTES

Measure O Citizen Oversight Committee
Regular Meeting
June 13, 2013

A. Roll Call

At 5:35 p.m., the regular meeting of the Measure O Citizen Oversight Committee convened in the Oxnard Public Library, Meeting Room B. Commissioners Charles Hookstra; Kay Larae Brainard; Steve Cripps; David Garcia; Nancy Lindholm; Joe Milligan; and Joseph M. Munoz were present. The Recording Secretary stated that the agenda was posted on Monday. Chairman Hookstra presided and called the meeting to order. Staff members present were: Martin R. Erickson, Special Assistant to the City Manager; Grace Magistrale Hoffman, Deputy City Manager; Jim Cameron, Chief Financial Officer; Christina Aerenlund, Public Information Office; Efren Gorre, Youth Development Manager; and Luly López, Recording Secretary.

B. Public Comments

Steve Nash welcomed and thanked the Committee. He stressed the importance of prioritizing where the monies are being spent; expressed concern that discussion and decisions are not in line with the surveys; and reminded the Committee that they have a voice.

Bill Terry stated that City Corps Townkeepers program is doing an excellent job.

Jason Zaragoza commented on all the activities that PAL is offering to the youth and for families.

The Special Assistant to the City Manager welcomed and thanked the Committee members. He reviewed the history of the half cent general purpose sales tax and stated that we started collecting the half cent on April 1, 2009. The half cent sales tax is for twenty years and will expire in 2029. The only cities that have been successful in passing a half cent general purpose sales tax are Oxnard and Port Hueneme. The City of Ventura has not been successful in passing a general purpose, or specific purpose sales tax.

C. Approval of Minutes

1. SUBJECT: Approval of the minutes of August 23, 2012.

RECOMMENDATION: Approve.

ACTION: Commissioner Cripps moved approval as recommended.

Commissioner Munoz seconded, and the motion carried. Commissioner Lindholm abstained.

D. Presentation on:

1. SUBJECT: Measure O Video.
DISCUSSION: The Committee was shown a video that highlights citywide programs and projects that have benefitted from the use of Measure O funds. This video will be shown on the government channel.
ACTION: The Committee received the report.
2. SUBJECT: Update on City Council Approved Measure O Funding/Prior Year Financials.
DISCUSSION: The Chief Financial Officer gave an overview of where the Measure O funds have been allocated. To date, the City Council has approved \$46 million towards Public Safety and Gang Prevention/Intervention, Fire Station 8 at College Park, public safety computer aided dispatch and records management system, enhanced community policing, City Corp Townkeepers program, recreation, youth and senior programming, parks and open space, traffic and road improvements, including the Intelligent Traffic System and various street improvements.
ACTION: The Committee received the report.
3. SUBJECT: Review of Draft 2013 Measure O Community Report.
DISCUSSION: The Special Assistant to the City Manager reviewed the proposed Community Report that will be mailed and inserted into approximately 40,000 – 50,000 water bills in the month of July, 2013. The Community Report will be provided to the residents of Oxnard explaining how much money has been collected and where the money has been spent. It will be aired on the government channel and the website. The Community Report includes the ballot measure language, pictures of completed projects throughout the City and a graph illustrating the allocation details.

Commissioner Garcia suggested it be included in the neighborhood council packets.

Bill Terry expressed concerned with the on-going cost to maintain the Intelligent Traffic System and whether funding would be available for future years.

Steve Nash expressed concerned that there are parks that have not been improved. We are overspending Measure O funds, and questioned if spending \$50,000 of Measure O funding on the farm museum.

ACTION: Commissioner Milligan moved approval with minor changes to the graph depicting sales tax collected and allocated/expended/under contract. Commissioner Lindholm seconded, and the motion carried.

E. Accept the Measure O FY 2011-12 Audit Report.

The Chief Financial Officer gave an update on the financial audit performed Mayer Hoffman McCann who reviewed the statement of revenues and expenditures for Measure O funds and stated that we are in compliance.

ACTION: The Committee received the report.

F. Discussion of Committee's Role Concerning Making Recommendations to City Council on Measure O Spending.

The Special Assistant to the City Manager stated that the Measure O Oversight Committee provides oversight of the monies spent. Uses of the Measure O funds are discretionary as determined by City Council.

Commissioner Lindholm stated that we always have the opportunity to voice our concerns with City Council.

Commissioner Garcia asked if a new survey is needed to determine current needs of the community. The Special Assistant to the City Manager stated that we can conduct a new survey.

G. Future Agenda Items

It was suggested that staff provide an update on Fire Station No. 8, Streets update, report on parks improvements and youth and recreation.

H. Adjournment

At 6:33 p.m., the Measure O Citizen Oversight Committee concurred to adjourn the meeting to August 22, 2013 at 5:30 p.m.

Luly A. López
Recording Secretary

Charles Hookstra
Chairman

City of Oxnard
Measure O 1/2 Cent Sales Tax
Statement of Revenues, Expenditures, and Changes in Fund Balances
as of June 30, 2013
UNAUDITED

REVENUES

Taxes	\$ 10,091,602
Interest Earnings	93,796
Total revenues	<u>10,185,398</u>

EXPENDITURES

Parks & Open Space	2,214,229
Traffic & Road Improvements	5,621,197
Public Safety & Gang Prevention/Intervention	4,796,143
Recreation & Youth Programming	768,037
Other Community Improvements	68,930
Total expenditures	<u>13,468,536</u>
Excess of revenues over (under) expenditures	(3,283,138)

Net change in fund balances (3,283,138)

Fund balance, July 1 18,093,783

Fund balance, June 30 \$ 14,810,645

ENCUMBERED

Parks & Open Space	\$ 336,911
Traffic & Road Improvements	106,885
Public Safety & Gang Prevention/Intervention	1,267,867
Recreation & Youth Programming	(558)
Total encumbrances	<u>\$ 1,711,105</u>

Total Expended and Encumbered FY 2011-12 **\$ 15,179,641**
 Required for Council Appropriations 9,822,943

Total Revenues to Date \$ 45,937,242
 Total Expenditures to Date \$ 31,126,597

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

ASSETS

Cash and cash equivalents	\$ 13,133,203
Due from other government	<u>2,087,600</u>
Total assets	<u><u>\$ 15,220,803</u></u>

LIABILITIES AND FUND BALANCES

Liabilities:

Accounts Payable	<u>410,158</u>
Total liabilities	<u>410,158</u>

Fund balances	<u>14,810,645</u>
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Total fund balances	<u>14,810,645</u>
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Total liabilities and fund balances	<u><u>\$ 15,220,803</u></u>
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