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**AGENDA**  
**MEASURE O CITIZEN OVERSIGHT COMMITTEE**  
Council Chambers, 305 West Third Street  
Thursday, January 25, 2024  
**Regular Meeting – 4:00 P.M.**

**Zoom details to call-in for public comment during a meeting:**

[https://us06web.zoom.us/j/84264083432?pwd=FmhAAc\\_PBoyESLo\\_BjYFD2XtlvMVQ.Phhk2DWniC](https://us06web.zoom.us/j/84264083432?pwd=FmhAAc_PBoyESLo_BjYFD2XtlvMVQ.Phhk2DWniC)  
[V4-6k](#)

1. **Dial Phone Number:** 888 475 4499
2. **Enter Meeting ID:** 842 6408 3432
3. **Passcode:** 914530

**If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom calling in steps listed above. Once the presiding officer calls for public speakers, **press \*9 to raise your hand** to inform the Clerk you would like to speak during the public speaking section for that particular item on the agenda, while in the zoom waiting room.**

IN ACCORDANCE WITH ASSEMBLY BILL 2449, MEMBERS OF THE LEGISLATIVE BODY MAY MEET IN-PERSON OR REMOTELY. TO PARTICIPATE REMOTELY VISIT [WWW.OXNARD.ORG](http://WWW.OXNARD.ORG).

To find out how you may provide public comment, please refer to the instructions below or at [www.https://www.oxnard.org/city-meetings/](https://www.oxnard.org/city-meetings/).

Video recordings of the meeting are typically available online following the meeting at the City’s website at [www.oxnard.org/city-meetings](http://www.oxnard.org/city-meetings) and on YouTube at [Youtube.com/oxnardnews](https://Youtube.com/oxnardnews).

\*Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE: Submit a speaker card to the Clerk.
2. EMAIL COMMENTS OR SIGN UP TO SPEAK REMOTELY BEFORE THE MEETING
  - a. Submit a request to speak remotely by 3 p.m. on the day of the meeting by using the form available at [www.oxnard.org/citymeetings](http://www.oxnard.org/citymeetings) or by emailing: [amira.martinez@oxnard.org](mailto:amira.martinez@oxnard.org)
  - b. Submit an email to [amira.martinez@oxnard.org](mailto:amira.martinez@oxnard.org) by 3 p.m. on the day of the meeting (please indicate the agenda item number in the subject line). All email correspondence will be forwarded to the Measure O Citizen Oversight Committee prior to the start of the meeting and made part of the legislative record.
  - c. Contact the City Manager’s Office at (805) 385-7430 to submit your request.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
  - a. To provide public comment during the meeting dial (888) 475-4499 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting. When the presiding officer announces the particular item on the agenda you want to speak on, **press \*9 to raise your hand** while in the zoom waiting room. Once called on, **press \*6 to unmute** your phone.

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Manager’s Office at 385-7430. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

- b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public may register or otherwise be recognized for the purpose of providing public comment.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. Speaker requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. After 30 minutes, if all speakers have not had the opportunity to speak, the remaining speakers will be given an opportunity to speak prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing.

C. CONSENT AGENDA

1. City Manager Department

SUBJECT: Approval of Minutes from October 26, 2023

RECOMMENDATION: That the Measure O Citizen Oversight Committee approve the minutes from October 26, 2023.

Contact: Shiri Klima, (805) 385-7487

D. REPORTS

1. City Manager Department

SUBJECT: Selection of Chair and Vice Chair

RECOMMENDATION: That the Measure O Citizen Oversight Committee appoint a Chair and Vice Chair each for a one-year term.

(There is no presentation regarding this item.)

Contact: Annie Jensen, (805) 385-7477

2. City Manager Department

SUBJECT: Update on Status and Accomplishments of Current Measure O Projects

RECOMMENDATION: That the Measure O Citizen Oversight Committee receive and file this report.

Please click the following link to view the required Measure M pre-recorded presentation video:

<https://youtu.be/1LOUJy9hfMI>

Contact: Shiri Klima, (805) 385-7487

3. City Manager Department

SUBJECT: Request for Approval of One New Ongoing Project; One New One-Time Project; and a Scope Expansion (without Funding Change) to One Existing Project

RECOMMENDATION: That the Measure O Citizen Oversight Committee recommend the City Council:

- 1. Approve the following new Measure O project with the associated ongoing funding:  
Measure O Annual Report Printing - \$28,000 annually;

2. Approve the following new Measure O project with associated one-time funding: Radio Infrastructure - \$952,720; and
3. Approve a scope expansion for, and related renaming of, the existing Safe Homes Safe Families project. No additional funding is being requested.

Please click the following link to view the required Measure M pre-recorded presentation video:

<https://youtu.be/5HhYoaTi480>

Contact: Shiri Klima, (805) 385-7487

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT

Adjournment to Thursday, April 25, 2024



**MEASURE O CITIZEN OVERSIGHT COMMITTEE  
AGENDA REPORT**

**CONSENT AGENDA  
AGENDA ITEM NO. C.1**

**DATE:** January 25, 2024  
**TO:** Measure O Citizen Oversight Committee  
**FROM:** Shiri Klima, Deputy City Manager, (805) 385-7487, shiri.klima@oxnard.org  
**SUBJECT:** Approval of Minutes from October 26, 2023

**RECOMMENDATION**

That the Measure O Citizen Oversight Committee approve the minutes from October 26, 2023.

**BACKGROUND**

Approval of minutes.

**STRATEGIC PRIORITIES**

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

**FINANCIAL IMPACT**

There is no financial impact.

*Prepared by: Amira Martinez, Administrative Assistant*

**ATTACHMENTS**

1. October 26, 2023 Measure O Committee Minutes Regular Meeting

## MINUTES

### Measure O Citizen Oversight Committee Regular Meeting October 26, 2023

#### A. ROLL CALL, POSTING OF AGENDA AND FLAG SALUTE

At 4:01 p.m., the Measure O Citizen Oversight Committee convened in the Council Chambers. Chair Deirdre Frank; Vice Chair Len Shulman; Commissioners Nathan Castillo; Ruby Durias; Steven Nash and Daniel Pinedo were present. Commissioners Nancy Lindholm; Joseph Muñoz and Noemi Valdes were absent. Chair Frank presided and called the meeting to order. Staff members present were: Shiri Klima, Deputy City Manager; Stephen Fischer, City Attorney; Javier Chagoyen-Lazaro, Chief Financial Officer; Annie Jensen, Project Manager and Amira Martinez, Recording Secretary. Saluted the flag.

#### B. PUBLIC COMMENTS

#### C. APPROVAL OF MINUTES

1. SUBJECT: Approval of minutes of July 13, 2023.  
RECOMMENDATION: That the Committee approve the minutes.  
ACTION: It was moved by Vice Chair Shulman, seconded by Commissioner Durias,  
VOTE: Commissioners Nash, Pinedo, Shulman, Durias, and Frank voted in favor; no one opposed; and Commissioner Castillo abstained. Thus, motion carried 5-0-1.

#### D. PRESENTATION/REPORTS

1. SUBJECT: Measure O Citizen Oversight Committee 2024 Regular Meeting Calendar  
RECOMMENDATION: That the Measure O Citizen Oversight Committee adopt the proposed regular meeting dates for the calendar year 2024.  
ACTION: It was moved by Commissioner Nash, seconded by Chair Frank, and the motion carried unanimously.
2. SUBJECT: Measure O Remaining Debt Summary  
RECOMMENDATION: That the Measure O Citizen Oversight Committee receive and file a report regarding Measure O's remaining debt summary.  
DISCUSSION: Discussion ensued among Commissioners and staff. Vice Chair Shulman inquired on the status of the Performing Arts Center seismic study and Project Manager Annie Jensen stated there would be an update at the next meeting with other project status updates. Chief Financial Officer Chagoyen-Lazaro, Deputy City Manager Klima and Project Manager Jensen explained the plan and the process towards repaying the Fire Station 8 lease and responded to Chair Frank's question about the purchases reflected in

the staff report.

ACTION: No action by Commission.

E. FUTURE AGENDA ITEMS

The Commission requested to receive updates on the Measure O fund balance, the status of the bond litigation, and the PAC seismic study.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Frank adjourned the meeting at 4:21 p.m.

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Amira Martinez, Recording Secretary

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Deirdre Frank, Chair



**MEASURE O CITIZEN OVERSIGHT COMMITTEE  
AGENDA REPORT**

**REPORTS  
AGENDA ITEM NO. D.1**

**DATE:** January 25, 2024  
**TO:** Measure O Citizen Oversight Committee  
**FROM:** Annie Jensen, Project Manager, (805) 385-7477, annie.jensen@oxnard.org  
**SUBJECT:** Selection of Chair and Vice Chair

**RECOMMENDATION**

That the Measure O Citizen Oversight Committee appoint a Chair and Vice Chair each for a one-year term.  
(There is no presentation regarding this item.)

**BACKGROUND**

The City of Oxnard Measure O Half-Cent Sales Tax Citizen Oversight Committee (COC) Guidelines state: "The COC shall select a Chair and Vice Chair from the members, each of whom shall serve a one (1) year term. Elections will be conducted every year." The duties of the Chair will be to call meetings, set agendas and preside over meetings. The duties of the Vice Chair will be to perform the Chair's duties in his or her absence. Staff recommends the Committee select a Chair and Vice Chair to serve for the coming year.

**STRATEGIC PRIORITIES**

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

**FINANCIAL IMPACT**

There is no financial impact.

*Prepared by: Annie Jensen, Project Manager*

**ATTACHMENTS**

None



**MEASURE O CITIZEN OVERSIGHT COMMITTEE  
AGENDA REPORT**

**REPORTS  
AGENDA ITEM NO. D.2**

**DATE:** January 25, 2024  
**TO:** Measure O Citizen Oversight Committee  
**FROM:** Shiri Klima, Deputy City Manager, (805) 385-7487, shiri.klima@oxnard.org  
**SUBJECT:** Update on Status and Accomplishments of Current Measure O Projects

**RECOMMENDATION**

That the Measure O Citizen Oversight Committee receive and file this report.

Please click the following link to view the required Measure M pre-recorded presentation video:  
<https://youtu.be/1LOUJy9hfMI>

**BACKGROUND**

On January 26, 2023, at the Measure O Citizen Oversight Committee meeting, staff presented an update on the status of every active Measure O project. This is the same status report one year later.

As of January 10, 2024, Measure O funds a total of 48 active projects: 22 ongoing operational projects, 5 ongoing debt service items, and 21 one-time funded projects. Ongoing funded projects receive a specific amount of funds every fiscal year; if staff does not use all the funding from that fiscal year, unused funds cannot be rolled over to the next fiscal year. One-time funded projects receive the approved funding only once, and staff expend the funds throughout the course of the project, even if these funds roll over to the next fiscal year. Once the funds are depleted, that project receives no more funding.

**DISCUSSION**

Measure O projects moved forward and progressed well in 2023. Although supply chain delays, shortages, and inflation are all still factors affecting project progress, many Measure O projects were able to make significant progress. The challenge that most affected project delivery in 2023 was staffing. Hiring difficulties that have affected the entire State have been felt in Oxnard, and staffing shortages have delayed project delivery in some departments. The table below shows status updates on all active Measure O funded projects.

The project numbers shown on the table below are different from those presented in January 2023. This is due to the City's transition to a new financial system, which renumbered all City projects (not just Measure O projects). The project titles, budget and scope remain the same unless further action was taken by the City Council to amend the project.

[Continued on next page]

	Project Name	Expenses as of 1/10/2024 <sup>1</sup>	Status Update on Project	Project Accomplishments
<b>Ongoing Projects</b>				
1.	M1302 - Homework Center Main Library	\$32,113 expended of the \$68,219 annual budget.	The Homework Center resumed in-person homework help in 2023. Help is available to all K-12 student walk-in's from Monday through Thursday from 3-7pm.	<ul style="list-style-type: none"> <li>● 2,300 hours of assistance provided in 2023</li> </ul>
2.	M1303 - Library Wi-Fi Operational	Of the \$2,000 annual budget, no funds have been expended in FY24 because this service was prepaid in another year.	Wifi provides a connection point for both staff and patrons as the internal physical network is old, close to end of life, and unreliable at times.	<ul style="list-style-type: none"> <li>● Over 23 electronic resources available to the community. Last year there were 86 resources available. The decrease comes due to a move away from virtual programming necessitated by the pandemic; the virtual and electronic programs offered during Covid have closed as in person programs resume.</li> <li>● Wifi available to community at three library locations</li> </ul>
3.	M1407 - Library Integrated System	\$26,774 expended of the \$79,315 annual budget.	Staff have continued to use the system through 2023 with no major issues. It has proven stable, reliable and efficient and has been used for both in-person and phone patron transactions. Without an efficient system, staff would not be able to check out material to patrons, maintain item records, add material ordering records and provide integration with the public library catalog.	<ul style="list-style-type: none"> <li>● Over 11,404 physical items and 15,513 virtual items were checked out in 2023.</li> <li>● Over 4,337 new items ordered, cataloged and added to the collection in 2023.</li> </ul>

<sup>1</sup> For ongoing projects and debt-related projects, this column lists expenses from July 1, 2023, through January 10, 2024. For one-time projects, the numbers are from the beginning of the projects through January 10, 2024.

4.	M1910 - Recreation Services	No funds have been expended to date in FY24, but anticipated to be fully expended by the end of FY24. The annual budget is \$85,735.	Funding supports after-school program fixed costs for 10 local schools.	Program serves over 1,400 children grades 1-8.
5.	M1911 - Oxnard Afterschool	No funds have been expended to date in FY24, but anticipated to be fully expended by the end of FY24. The annual budget is \$107,673.	Funding supports after-school program fixed cost for 20 local schools.	Program serves over 2,200 children grades 1-8.
6.	M1102 - PAL Operational	\$100,315 expended of the \$215,619 annual budget.	<p>In 2023, PAL held:</p> <ul style="list-style-type: none"> <li>●PAL Community Cinema (summer): 8 showings at 8 parks for a total of 1,180 viewers</li> <li>●Backpack Distribution: 500 participants</li> <li>●Meet-Up Clean-up: 7 parks with a total of 513 participants</li> <li>●PAL Dance Program: 100 youth participants</li> <li>●Turkey Giveaway 2023: distributed 494 turkeys to Oxnard families</li> </ul>	The Oxnard PAL site reopened its doors to the public and restored programming on May 1, 2023. The Oxnard PAL program has served a total of 7,421 participants.

			<ul style="list-style-type: none"> <li>●PAL Santa's Workshop: served 1,021 children</li> <li>●The annual Kids Fest served 1,000 participants</li> </ul> <p>Additionally, 8 Oxnard PAL youth participated in the California PAL Youth Leadership Conference (Anaheim, CA) and 6 in the National PAL Youth Summit (Potomac, MD).</p>	
7.	M1408 - College Park Programs	\$49,544 expended of the \$115,000 annual budget.	Soccer field rentals at College Park.	College Park fields for soccer reservations served over 200 soccer teams aged 6 to 18 years and 4 adult leagues serving over 100 adult teams.
8.	M1103- City Corps Townkeeper	\$660,631 expended of the \$1,321,263 annual budget; anticipated to be fully expended by the end of FY24.	<p>Projects are scheduled based on community needs and essential services, including but not limited to:</p> <ul style="list-style-type: none"> <li>●Bus stop benches serviced three times each week</li> <li>●Downtown and concrete trash cans serviced three times each week</li> <li>●Alley clean up and Super Bloom landscaping support.</li> </ul>	City Corps Townkeeping crews continued to provide the citywide cleanup activities in 2023. Over 82,000 pounds of waste was removed from City alleyways in between January and March 2023 alone. In addition, City Corps also helped with various community events such as: Tamale Festival, Insect Festival, Fall Festival, Juneteenth Celebration, Ventura County Philippine Flag Raising Event, Veterans Day Ceremony, Oxnard Police Memorial, Martin Luther King, Jr. March, and others.
9.	M1104- Preschool to You	\$84,350 expended out of the \$189,258 annual budget.	Preschool to You classes were offered from January to December 2023 in the mornings at five parks throughout the City. Tiny Tots continued to run three days per	Preschool to You has served 965 youth; Tiny Tots has served 1,281 youth; Kinder Krash has served 40 youth. The grand total is 2,286 of the youth that the City served.

			week from January - June and September - December. One additional class was added to support families with younger children: the Kinder Krash Course, was held twice per week from July - August.	
10.	M1304- Mobile Activity Center Services	\$19,623 expended of the \$44,000 annual budget.	<ul style="list-style-type: none"> <li>• Spring Session services operated 5 afternoons per week for 2 weeks at two locations (Thompson &amp; Durley).</li> <li>• 5 mornings per week were added to Summer Session for a total of 8 weeks at 15 different park locations.</li> </ul>	In 2023, the mobile activity center served 489 residents during Spring Session and 2,281 residents during Summer Session.
11.	M1305- Senior Nutrition Program	\$4,832 expended out of the \$40,455 annual budget.	In January 2023, the City opened Colonia Senior Center as a third senior nutrition on-site location, in addition to Wilson and Palm Vista.	<ul style="list-style-type: none"> <li>• In 2023, 21,814 congregated meals were served.</li> <li>• In 2023, 24,110 home-delivered meals were served.</li> <li>• The City currently serves 178 homebound seniors and 328 congregated participants.</li> </ul>
12.	M1306- Day at the Park - Special Needs	\$5,111 expended of the \$16,951 annual budget.	<p>From July to December 2023, the City offered:</p> <ul style="list-style-type: none"> <li>• Special Pops Fun Club (October and December)</li> <li>-Amy's Art Class, 6-week session (September - October)</li> <li>-Thursday Arts and Crafts</li> <li>*New programming*, weekly programming year round</li> <li>-Art Show (November) at Wilson Arts center</li> <li>• Special Pops Challenger Sports:</li> <li>-Golf (July-August)</li> </ul>	<ul style="list-style-type: none"> <li>• From July to December 2023, 1,153 participants were served across all programming; and 601 participants attended Day at the Park events.</li> <li>• Oxnard Special Population programming included: Day at the Park, Art Classes, arts and crafts classes, Golf, Football, Boxing, Yoga, volunteer opportunities at the Wilson Garden and Oxnard Public Library, open gym, and Fun Club. We also held two Special</li> </ul>

			<p>-Yoga (July-August)          -Football 8-week session (Sept-Nov)          -Boxing (September-October)          *New programming*          -Superbowl (Nov)          -Open Gym @ Colonia *New programming*, weekly programming year round          ●Special Pops Day at the Park (July, Aug, Oct.)          ●Special Pops Events (Oct.          Trunk or Treat and Dec. Santa's Workshop)</p>	<p>Events: Trunk or Treat and Santa's Workshop. Open gym, crafts and games, volunteer opportunities, boxing, and yoga were all new programming for OSP this year. OSP, in conjunction with City Corps, also introduced the OSP sensory tent to City festivals and special event programming.</p>
13.	M1301 - Spanish Language Interpretation	\$13,538 expended of the \$57,845 annual budget.	The vendor translates all Council and Committee meetings to Spanish.	The vendor translated live in the Council Chambers during meetings in real time.
14.	M1806- Safe Homes Safe Family	\$173,611 expended of the \$393,189 annual budget.	<p>There are currently 29 different property owners and 51 properties enrolled in the program. There is a total of 637 units enrolled in the program.</p> <p>202 property owners (with a combined total of 205 properties) are currently being monitored for qualification status for enrollment into the program. Additionally, there are 13 properties that need one more confirmed substandard violation in order to be eligible for enrollment.</p>	<p>An additional 7 property owners and properties are currently in the process of being enrolled into the program. This increases the total number of eligible units by 41.</p> <p>7 new property owners along with 10 properties have now been confirmed to qualify to be enrolled in the program. This will bring us to a total of 858 units that will be enrolled into the program.</p> <p>To date, 17 properties have been removed from the program.</p>

				Approximately 400 substandard and non-permitted construction cases were reviewed for qualifying factors.
15.	M1402-Ormond Beach Enhancement	\$2,633 expended of the \$14,028 annual budget.	Annual funding pays for monitoring, reporting, and clearance required per coastal development permits issued by the Coastal Commission. Funding also pays for small amounts of annual clearing and cutting by Oxnard City Corps of invasive plants, shrubs, and trees. Funding is also used to pay the monthly costs for the rental and service of portable restrooms at Ormond and electricity and maintenance charges for the caretaker trailer.	In 2023, a grapple bucket (tractor attachment) was purchased by Oxnard City Corps to remove woody material and illegal dumping from Ormond Beach. A trailer was also purchased to transport a stump grinder and other equipment that is needed to carry out maintenance at Ormond Beach. Work by City Corps in the Fall of 2023 (outside of bird nesting season) was postponed due to the large encampment present adjacent to the work site, since youth and students were to be involved in the work. Work will occur beginning in January 2024.
16.	M1904-Measure O Audit	\$0 of the \$5,400 annual budget.	This year (and going forward) Measure O activity was audited in conjunction with the City's Annual Comprehensive Financial Report.	The Measure O audit is still in process and expected to be complete in the coming months. The FY23 data will be available in March 2024.
17.	M1906- Fire Advanced Life Support	\$11,144 expended of the \$136,000 annual budget.	Funds allow the Fire Department to provide advanced life support services to the community. This is an increase in service level from the basic life support services previously provided.	The funds are utilized to purchase Personal Protective Equipment (PPE) for Emergency Medical Response and costs of consulting services for our advanced life support program. The expended amount in the Measure O Fund reflects the costs of PPE expended year-to-date. Additional purchases will occur through the end of the year.

				<p>Additionally, consulting costs are incurred throughout the year; however, we are generally invoiced only once a year and, therefore, the costs will be incurred in June. The availability of this funding continues to support the advanced life support program, which is a critical life saving service to firefighters and the community.</p>
18.	M1203-911 System (CAD/RMS)	\$575,610 expended of the \$958,984 annual budget.	The New World Public Safety 911 system is fully implemented and is being upgraded on a regular basis.	<p>This application supports the City Council's stated priority of maintaining 9-1-1 emergency response times through data integration between the Public Safety 911 Computer-Aided Dispatching (CAD) system and Record Management System (RMS). This system allows staff to identify and separate calls by type of service or emergency. This enables public safety personnel to service the most dire of requests in the least amount of time. To provide context, the Police Department responded to 95,313 incidents in 2023. 245 of these were emergencies of the highest priority.</p>
19.	M1601- East Village Park Operating Maintenance	\$39,186 expended of the \$98,030 annual budget.	Ongoing general maintenance and utilities of East Village Park.	<p>Ongoing general maintenance and utilities of College Park. Funding pays for five permanently assigned FTEs (collectively this park and College Park) and all operational costs.</p>

20.	M1406- ITS Annual Maintenance	\$12,545 of the \$35,121 annual budget.	This project improves signal timing and performs equipment replacement at needed locations to help maintain the 165 signal locations in the City.	In 2023, utilizing different funding (including a grant), Signal Maintenance responded to and completed 138 signal requests received through the Oxnard 311 system.
21.	M1101- Alley & Roadway Repair	\$119,286 of the \$519,672 annual budget.	Ongoing maintenance of alleys and street repairs and maintenance.	<ul style="list-style-type: none"> <li>● Beginning of 2023: responded to 817 requests that needed road repairs.</li> <li>● Between January 1, 2023, and December 31, 2023: used 1,161.31 tons of hot asphalt.</li> </ul>
22.	M1307- College Park Maintenance	\$423,174 expended of the \$864,785 annual budget.	Ongoing general maintenance and utilities of College Park.	Ongoing general maintenance and utilities of College Park. Funding pays for five permanently assigned FTEs (collectively this park and East Village Park) and all operational costs.
<b>Ongoing Debt Service</b>				
23.	C1844- Dispatch Consoles	\$64,367 expended to date, anticipated to be fully expended by the end of FY24. The annual budget is \$128,734.	Project completed in March 2021. This is the ongoing debt service for these console systems. The debt maturity date is 3/30/2025.	Project completion included the installation of seven new dispatch console systems and the required staff training.
24.	M1804- Fire Station 8 Lease Debt (this was	\$1,126,961 expended of the \$1,391,494	This is an ongoing lease payment for Fire Station 8. The debt maturity date is 12/1/2031.	Fire Station 8 normally houses 10 personnel every day. Additionally this station houses an Urban Search & Rescue

	inadvertently listed twice in last year's chart)	annual budget.		(USAR) vehicle and equipment. It is an invaluable resource to south end residents.
25.	C1845- Fire Trucks	\$46,150 expended to date; anticipated to be fully expended by the end of FY24. The annual budget is \$92,300.	This is an ongoing lease payment for two fire engines. The debt maturity date is 3/30/2025.	The two engines were placed into service in December 2019. They are currently protecting residents in Council District 4 (from Fire Station 1) and in Council District 1 (from Fire Station 6). In 2023, E81 responded to 4,024 requests for service. E66 responded to 2,708 requests for service.
26.	M1905- Handheld Radios	\$10,930 expended to date; anticipated to be fully expended by the end of FY24. The annual budget is \$21,861.	Radios were purchased on the 2018 Bank of America Lease Purchase line of credit and were deployed in FY18. This is the ongoing debt service for these radios. The debt maturity date is 3/30/2025.	Over 100 new portable radios were purchased and deployed to Firefighters. These radios are in service and continue to be used on a daily basis in the City. These radios provide clearer communication channels allowing our first responders to more efficiently address calls for service and leading to decreased loss of life and property.
27.	M1805- 2014 Lease Service Street Bond	\$211,250 expended to date; anticipated to be fully expended by the end of FY24 The annual budget is \$1,662,500	This is a debt payment on previous jobs. The debt maturity date is 6/1/2029.	La Colonia Phase I and II are completed. Design is being finalized for the La Colonia Phase III project. Current estimated construction cost is \$3.7M for the Phase III project. Depending on the availability of funds, Phase III will go to bid in FY 23/24 or FY 24/25.
<b>One-Time Projects</b>				

28.	M1808- New Senior Center	\$70,762 expended out of a \$93,250 one-time budget.	Feasibility study completed in March 2022.	<p>This project is currently on hold due to litigation that restricts the City's ability to bond for capital projects.</p> <p>Additional funding will be needed in the future for the RFP for design and construction documents.</p>
29.	M1907- Tenant Relocation Assistance	No funds have been expended out of a \$20,000 one-time budget.	No funds have been expended to date. No requests for assistance have been submitted.	Funds are available for use as needed.
30.	M1913- Economic Development Strategy	No funds have been expended out of a \$25,000 one-time budget.	This project continues to be on-hold pending the Community Assessment by UCLA. Once the Community Assessment is completed, staff will issue an RFP to hire a consultant that can study the post-COVID commercial landscape, perform a leakage and gap analysis, and create a three to five year strategic plan that will guide staff in setting economic development priorities.	<p>Staff has continued to provide resources and support to local businesses as they recover from COVID and continue to struggle with a shortage of workers and the cost of inflation.</p> <p>Staff is prioritizing communication with the business community through a quarterly electronic newsletter. Staff is also focusing on creating increased awareness of business resources, and will begin holding in person workshops and seminars in March 2024, and holding weekly office hours in February 2024 for small business owners to seek individual assistance.</p>

31.	M1909- Homeless Shelter Acquisition	\$443,215.30 expended of a \$1,550,000 one-time budget.	Second and B Streets shelter/ mixed use development began construction in June 2022.  Construction of the building shell is being funded by other funding sources. The City will use Measure O funds for the tenant improvements for the homeless shelter anticipated to be completed in the first quarter of 2025.	Shelter improvements will include 110 beds for homeless individuals; a warming kitchen; office space; storage; restrooms; showers; and laundry facilities. Costs associated with the shelter shell and rooftop deck will also be funded by Measure O. Work is currently underway on the shelter shell and the rooftop deck.
32.	C2039- Roof Replacement - Sturgis Annex	\$1,048,398 expended out of a \$1,303,686 one-time budget.	Construction is complete. Awaiting final invoicing.	Roof has been replaced.
33.	C2042- Roof Replacement - Wilson Center	\$26,136 expended out of a \$400,000 one-time budget.	Construction is complete. Awaiting final invoicing.	Roof has been replaced.
34.	C2043- Roof Replacement - PACC Rental	\$5,609 expended out of a \$295,000 one-time budget.	Construction is complete. Awaiting final invoicing.	Roof has been replaced.
35.	M1807- Colonia Gym Facilities Repairs	\$12,332 expended of a \$18,000 one-time budget	Staff is currently collecting quotes for a water fountain. Project scheduled to be completed by June 2024.	Resurfacing of gym floor is complete.
36.	C2314 - Library Tech Infrastructure	No funds have been expended of	This is an additional allocation of funds to project MO5402 - Library Wi-Fi Operational, but	This project is tied to a funded ARPA project that is in the planning phase. Staff is

	Upgrade	\$450,000 one-time budget.	has its own project name and number. Project funds will implement new design, architecture and equipment to establish a reliable and secure system for the library's technological infrastructure and platforms.	currently building out an RFP for this project.
37.	C2315 - IT Equip Refresh/Upgrades	\$257,845 expended of a \$300,000 one-time budget.	Project replaces old, outdated equipment to improve the functionality and increase the City's cyber resilience and security.	Staff have purchased and installed PCs and monitors for end of life computers, as well as servers and storage devices for obsolete and vulnerable equipment.
38.	M2306 - Facilities Assessment	\$152,927 expended of a \$340,000 one-time budget.	The project is anticipated to be completed by February 2026.	<p>Completed tasks to date include:</p> <ul style="list-style-type: none"> <li>●Comprehensive assessment of all sites, buildings, building systems, and infrastructure.</li> <li>●Identification and documentation of the present condition of all physical assets, including grounds, facilities, and infrastructure.</li> <li>●Recommendations for corrections for all deficiencies, along with cost estimates.</li> <li>●Prioritization and categorization of deficient conditions, associated corrective actions, and information concerning building systems and deficiency categories.</li> <li>●Establishment of anticipated renewal and replacement costs for various systems and components.</li> <li>●Calculation of the Current Replacement Value (CRV) and</li> </ul>

				Facility Condition Index (FCI) for each facility.
39.	M2307 - Tier II Seismic Evaluation of the PACC	No funds have been expended out of a \$200,000 one-time budget.	RFP was advertised in January 2024.	The evaluation is anticipated to be completed in October 2024.
40.	C2205 & C2209- Street Projects	Of the \$10,500,000 one-time budget, \$6,788,907 of the budget has already been encumbered and an additional \$4,427,600 is being presented to City Council for encumbrance on 2/6/24 for a total encumbrance for this project of \$11,216,507.	The project is composed of three street projects: 1) Arterial Street Resurfacing - East and West Gonzales Road and Oxnard Blvd. Street Improvements 2) Arterial Street Resurfacing - Hueneme Rd. Street Improvements 3) Neighborhood Street Resurfacing - Kamala Park and Bartolo Square South	Arterial Street Resurfacing - East and West Gonzales Road and Oxnard Blvd. will start on December 26, 2023. Construction is anticipated to be completed by June 2024.  Arterial Street Resurfacing - Hueneme Road Street Improvements will start in January 2024 and conclude by April 2024.  Neighborhood Street Resurfacing - Kamala Park and Bartolo Square South is currently underway with construction anticipated to be completed by March 2024.
41.	C2111- Citywide Alleyway Resurfacing	\$72,340 expended of \$4,500,000 one-time budget	The project is composed of three alley projects: 1) Alley Reconstruction at Various - Locations Phase IIIA 2) Fremont North Neighborhood Alley Reconstruction Project	The Alley Reconstruction Project at Various Locations - Phase IIIA was completed in October 2022. The following alleys were reconstructed as part of the project: 1) East of South A St. 2) North of Homer St.

			3) La Colonia Neighborhood Alley Reconstruction Project.	<p>3) East of Del Oro Pl. 4) East of Sophia Dr. 5) North of Gonzales Rd.</p> <p>The Fremont North Neighborhood Alley Reconstruction Project is in the procurement phase. The project is currently out to bid with construction anticipated to begin in March 2024. The project is expected to be completed in August 2024.</p> <p>The La Colonia Neighborhood Alley Reconstruction Project is in the design phase. Construction is anticipated for FY 24/25.</p>
42.	C2403- Portable Stormwater Pump	No funds have been expended out of a \$80,000 one-time budget	The pump has been received; City staff is waiting on the invoice to process payment.	The pump has been purchased and received by the City. Only final accounting tasks remain to close the project out.
43.	C2404- Joint Use Agreement Between West Village Park and Brekke Elementary School	No funds have been expended out of a \$425,000 one-time budget.	The School District proceeded to purchase and install a playground unit. The City is responsible for funding benches, a stove, trash receptacle, a fitness circuit, and any playground costs that are eligible for reimbursement.	New playground was installed by the School District for \$468,000.
44.	M2405- Personal Protective Equipment	No funds have been expended out of a \$110,000 one-time	<p>The Fire Department is currently awaiting the delivery of the first equipment order placed in November 2023.</p> <p>This project used to have a</p>	Equipment ordered is expected to arrive no later than March 2024.

		budget.	budget of \$160,000; \$50,000 of that funding will be put towards an air compressor. The air compressor was subsequently made into its own project (C2410, shown below) and the budget for M2405 Personal Protective Equipment lowered changed to \$110,000.	
45.	C2036- Facility Emergency Backup Generator	No funds have been expended out of a \$800,000 one-time budget.	Design and specifications are complete and have been approved by Community Development. City is currently working on a permit from the Ventura County Air Pollution Control District.	The award is tentatively scheduled to go to City Council for approval in March. The bid process is currently underway.
46.	M2403 / M2404- FEMA Grants City Matches	\$0 expended out of a \$185,651 one-time budget  M2403 \$0 expended out of a \$16,667 one-time budget  M2404, G2414, G2415, G2413, C2412 - \$0 expended out of a \$168,984 one-time budget	The City was awarded four of the seven FEMA grants applied for, requiring only \$83,000 of the total budget.  City Council approved a reapportionment of \$102,000 to project C2410. Only \$43,000 ended up being needed to fully fund C2410.	<ul style="list-style-type: none"> <li>● One awarded grant is to purchase equipment (automated chest compression devices). Equipment is expected to be procured by the end of FY 23/24.</li> <li>● Three awarded grants are training grants, all of which have already begun or will begin this fiscal year (FY 23/24). All three grant-funded trainings will continue into next year.</li> </ul>
47.	M2402- IT Contractors	\$432,709 expended out of a	The projects that these contractors are being deployed on are underway and in various	<ul style="list-style-type: none"> <li>● Community Development permit payment process - build and test complete; training in</li> </ul>

		\$1,275,000 one-time budget.	stages of planning, design development and implementation.	<p>process.</p> <ul style="list-style-type: none"> <li>●Remediation of document management system - assessment and roadmap complete.</li> <li>●Implementation of IT project management system - configuration, installation and implementation complete.</li> <li>●Citywide Wi-Fi upgrade - assessment and quotation complete.</li> <li>●Tyler New World upgrade - installation of test environment, testing and training complete.</li> <li>●Police custom software assessment - planning and analysis complete.</li> <li>●Solar Permitting App (SB379) - analysis, vendor demo, and County customer discussion complete.</li> </ul>
48.	C2410 - High-Pressure Breathing Air Compressor	\$0 expended out of a \$93,000 one-time budget.	The contract to procure is in development.	The project is expected to be completed by the end of FY 23/24.

The above table was compiled using expenses as of January 10, 2024.

**Removed Projects**

Last year’s status update (January 2023) included bond debt project M2304, called “Station 8 Bonds 2014 - Reserve.” This project was created to make additional early payments on the City’s bond debt incurred for Fire Station 8 (these would have been payments in addition to the standard required payments). Due to current litigation preventing the City from General Fund bonding for capital projects, the City can no longer pay off bond debt early. The project is remaining open in the City’s financial system in case anything changes, but it’s no longer an active Measure O project and will not be acted on or reported on until litigation is resolved.

Last year there was also a project titled "12 Alleyways" included under project number 215709. In the FY23/24 adopted budget, this project received a second allocation of funding and was subsequently renamed, as its scope now covers more than the original 12 alleyways proposed. It is now identified as Measure O project C2111, “Citywide Alleyway Resurfacing.” “12 Alleyways” was removed from the above list as a separate project so its costs and performance are not double-counted.

**Weaned Projects**

As of July 1, 2023, with the adoption of the City’s FY 23/24 budget, the following projects have been weaned entirely from Measure O and moved to the General Fund. Thus, they have been removed from the above list,

the Measure O projects have been closed, and no further Measure O funds are being expended for these purposes.

1. MO2101 – Enhance Community Police (ongoing). The City provided \$4,065,421 annually to continue fielding officers that specialized in neighborhood problem-solving and community engagement. Measure O funds covered the cost of 16 full time employees for the Neighborhood Policing Team (NPT) program. The NPT addressed issues such as property crime, drug enforcement, traffic, and special patrol details.
2. MO5101 – Homeless Program (ongoing). Every year Measure O provided \$1,103,547 towards the operation of a 110-bed, 24-hour shelter that provides a safe place to sleep, shelter from the elements, meals, and sanitation and related services for individuals experiencing homelessness. The shelter is operated by Mercy House. It is currently located at the former National Guard Armory on K Street, but the new homeless shelter and navigation center at 241 Second Street is anticipated to open in the first quarter of 2025.

## **STRATEGIC PRIORITIES**

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

## **FINANCIAL IMPACT**

There is no financial impact.

*Prepared by: Annie Jensen, Project Manager*

## **ATTACHMENTS**

1. Presentation

# Update on Status and Accomplishments of Current Measure O Projects

Presentation to the Measure O Citizen Oversight Committee  
January 25, 2024

Presented by:  
Annie Jensen, Project Manager

That the Measure O Citizen Oversight Committee receive and file this report on the status and accomplishments of currently active Measure O projects.

There are three types of Measure O projects. They are:

- 1) One-time funded projects (21 total)
- 2) Ongoing operational projects (22 total)
- 3) Ongoing debt service projects (5 total)

Project Name	Expenses as of 1/10/2024	Status Update	Project Accomplishments
M1910 - Recreation Services	No funds have been expended to date in FY24, but anticipated to be fully expended by the end of FY24. The annual budget is \$85,735.	Funding supports after-school program fixed costs for 10 local schools.	Program serves over 1,400 children grades 1-8.
M1911 - Oxnard Afterschool	No funds have been expended to date in FY24, but anticipated to be fully expended by the end of FY24. The annual budget is \$107,673.	Funding supports after-school program fixed costs for 20 local schools.	Program serves over 2,200 children grades 1-8.

Project Name	Expenses as of 1/10/2024	Status Update	Project Accomplishments
M1406 - ITS Annual Maintenance	\$12,545 of the \$35,121 one-time budget	This project improves signal timing and performs equipment replacement at needed locations to help maintain the 165 signal locations in the City.	In 2023, utilizing different funding (including a grant), signal maintenance responded to and completed 138 signal requests received through the Oxnard 311 system.

Project Name	Expenses as of 1/10/2024	Status Update	Project Accomplishments
C2315 - IT Equipment Refresh/Upgrades	\$257,845 of the \$300,000 one-time budget	This project replaces old, outdated equipment to improve the functionality and increase the City's cyber resilience and security.	In 2023, staff have purchased and installed PCs and monitors for end of life computers, as well as serves and storages devices for obsolete and vulnerable equipment.

<b>Project Name</b>	<b>Expenses as of 1/10/2024</b>	<b>Status Update</b>	<b>Project Accomplishments</b>
M2405 - Personal Protective Equipment	\$0 of the \$110,000 one-time budget	The Fire Department is currently awaiting the delivery of the first equipment order placed in November 2023.	Equipment was ordered in November 2023 and is expected to arrive no later than March 2024.

The following projects are completed; they will close once final invoicing is received.

- 1) Roof Replacement - Sturgis Annex
- 2) Roof Replacement - Wilson Center
- 3) Roof Replacement - PACC Rental
- 4) Portable Stormwater Pump

- 1) **MO2101 - Enhance Community Police (ongoing)**
  - Operations have been transferred to the general fund
  
- 2) **MO5101 - Homeless Program (ongoing)**
  - Operations have been transferred to the general fund

- 1) **MO2304 - Station 8 Bonds 2014 (debt service)**
  - This project was created to make early payments on bond debt.
  - Frozen until current litigation is resolved.



# QUESTIONS



**MEASURE O CITIZEN OVERSIGHT COMMITTEE  
AGENDA REPORT**

**REPORTS  
AGENDA ITEM NO. D.3**

**DATE:** January 25, 2024  
**TO:** Measure O Citizen Oversight Committee  
**FROM:** Shiri Klima, Deputy City Manager, (805) 385-7487, shiri.klima@oxnard.org  
**SUBJECT:** Request for Approval of One New Ongoing Project; One New One-Time Project; and a Scope Expansion (without Funding Change) to One Existing Project

**RECOMMENDATION**

That the Measure O Citizen Oversight Committee recommend the City Council:

1. Approve the following new Measure O project with the associated ongoing funding: Measure O Annual Report Printing - \$28,000 annually;
2. Approve the following new Measure O project with associated one-time funding: Radio Infrastructure - \$952,720; and
3. Approve a scope expansion for, and related renaming of, the existing Safe Homes Safe Families project. No additional funding is being requested.

Please click the following link to view the required Measure M pre-recorded presentation video:

<https://youtu.be/5HhYoaTi480>

**BACKGROUND**

As of January 10, 2024, Measure O funds a total of 48 active projects: 22 ongoing operational projects, 5 ongoing debt service items, and 21 one-time funded projects. Ongoing funded projects receive a specific amount of funds each fiscal year; if staff does not use all of the funding from that fiscal year, unused funds cannot roll over to the following fiscal year. One-time funded projects receive the approved funding only once and staff expend the funds throughout the course of the project, even if these funds roll over to the next fiscal year. Once the funds are depleted that project receives no more funding.

**DISCUSSION**

Three new projects (or an expansion of scope on an existing project) have been identified as urgent priority needs for the City. They are:

1. **Measure O Annual Report Printing (ongoing).** One of the statutory reporting requirements of Measure O Ordinance No. 2779 is that City staff create and publish a written annual report for the public's information. This involves a substantial printing cost, as the reports are required to be physically printed and mailed to all households in the City. Over the past three years, the cost of printing and mailing has cost anywhere from \$22,300 to \$25,800 annually. This cost is due to a Measure O requirement and therefore should be paid for by Measure O. City staff propose an ongoing annual

allocation of \$28,000 in Measure O funds to cover the costs of printing and mailing the Measure O Annual Report, which amount would cover any increases in costs over the next several years. This will be a total of eight years of printing (reports covering FY21-22 through FY28-29) for a grand total of \$224,000. Staff is reporting using audited financials, which runs nearly two years behind.

2. **Radio Infrastructure (one time).** Oxnard’s existing radio communications system does not meet the needs of the Police Department. There are a growing number of locations in which radio communications between field resources and the Police Department’s Emergency Communications Center have become “dead spots.” In these locations, radio communications are ineffective, which poses a safety threat to public safety personnel who may be attempting to broadcast critical information or request backup in hazardous situations. The bulk of this \$4 million project is being funded by ARPA, and a previous phase of the project received \$1 million from Measure O, leaving a one-time expenditure of \$952,720 to complete the project.
3. **Safe Homes Safe Families (ongoing).** Funding currently provides for the salaries of one code compliance inspector, one administrative technician, and support from the City Attorney’s Office to operate the Safe Homes Safe Families program. No new funding is requested; however, staff is requesting use of the existing funding and assigned staff to provide support for additional specialized Code Enforcement programs and projects such as Food Vendors, Short Term Rentals, Cannabis Permits, Homeless Encampment Support, Rent Stabilization and Just Cause evictions and activities related to the December 21, 2023, severe storm event and flooding. Staff proposes a rename of the program to “Safe Homes Safe Families and Specialized Program Support.” The program focuses resources and efforts on existing code compliance cases and will include education, outreach, conducting research, meetings with affected parties, inspections, and enforcement of City codes.

These three project requests are all vital to the City and needed urgently. There are several other identified needs in the City that have a slightly more forgiving timeline, such as a dispatch communications patch between Fire and Police, a hazardous chemical detector for the Fire Department, and repairs to the PACC Youth Center flooring due to sprinkler system damage. Those requests will be brought to the Committee in April for consideration, prior to the adoption of the City’s annual budget.

## **STRATEGIC PRIORITIES**

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

## **FINANCIAL IMPACT**

Measure O’s ending fund balance (unassigned reserve) at June 30, 2023, was \$17.5 million. The projected ending fund balance at June 30, 2024, is \$21.1 million. If approved, the three new projects will add \$1,204,720 in Measure O expenditures.

*Prepared by: Annie Jensen, Project Manager*

## **ATTACHMENTS**

1. Presentation

# Request for Approval of One New Ongoing Project; One New One-Time Project; and a Scope Expansion to One Existing Project

Presentation to the Measure O Citizen Oversight Committee  
January 25, 2024

Presented by:  
Annie Jensen, Project Manager

That the Measure O Citizen Oversight Committee recommend the City Council:

- 1) Approve ongoing funding of \$28,000 (annually) for Annual Report Printing
- 2) Approve one-time funding of \$952,720 for Radio Infrastructure
- 3) Approve a scope expansion for the existing Safe Homes Safe Families Project

- Eight years of printing required by Measure O ordinance
  - Printing uses audited financials and runs roughly two years behind
- \$28,000 per year
- Total: \$224,000

- There is a growing number of locations that are “dead spots” where the Police Department’s radio communications are ineffective
- Primarily funded by ARPA
- Remaining balance of \$952,720 needed from Measure O to complete the upgrade

- Expand scope for funding and staff under Safe Homes Safe Families project to provide support for additional specialized programs
- Change project title to reflect scope expansion
- No additional funding needed for scope expansion

- These three requests total \$1,204,720 (this includes all years of ongoing operations for the annual report printing)
- Projected ending fund balance for Measure O is \$21.1 million on 6/30/24



# QUESTIONS