

NOTICE OF A SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Regular meeting of the **Measure V Residents' Oversight Committee** is hereby called for:

Date/Time: **Monday, January 25, 2021 at 5:30 p.m.**
(or as soon thereafter as possible)

Location: **Tracy City Hall**
Conference Room 203
333 Civic Center Plaza, Tracy

THIS SPECIAL MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT

RESIDENTS ARE STRONGLY ENCOURAGED TO PARTICIPATE REMOTELY AT THE JANUARY 25, 2021 MEETING

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Measure V Residents' Oversight Committee on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

Remote Access to Measure V Residents' Oversight Committee Meeting:

In accordance with the guidelines provided in Executive Order N-29-20 on social distancing measures, the City of Tracy will allow for remote participation at the upcoming Measure V Residents' Oversight Committee meeting on Monday, January 25, 2021.

Remote Public Comment:

Public comment, limited to 250 words or less, may be submitted via email publiccomment@cityoftracy.org

Identify the item you wish to comment on in your email's subject line. Emails that exceed the 250 word limit will not be read in their entirety during a meeting, however, they will be included in the record.

During the upcoming Committee meeting public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - **Phone** by dialing 209-425-4338, Conference ID 522582741#
 - **In writing before the meeting** by sending written statements to publiccomment@cityoftracy.org

- *Protocols for submitting comments by **phone**:*
 - *Comments received by phone for the "Items from the Audience/Public Comment" portion of the agenda must be received by the time the Chairman opens that portion of the agenda for discussion.*
 - *Comments received by phone on each "Agendized Item" will be accepted until the Chairman announces that public comment for that item is closed.*

- *Comments for the "Items from the Audience/Public Comment" will be accepted until the public comment period is closed.*
- *The total allotted time for public comment under "Items from the Audience/Public Comment" will be 15 minutes:*
 1. Call to Order
 2. Roll Call
 3. Items from the Audience - Items from the audience - *In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, Committee Members may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Committee.*
 4. Approval of the Minutes
 5. Election of Chair and Vice Chair 2021
 6. Review of Unaudited Actuals 2nd Quarter Fiscal Year 2020-21
 7. Adjournment

Posting Date Friday, January 22, 2021

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall (209-831-6000), at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Measure V Residents' Oversight Committee regarding any item on this agenda will be made available for public inspection in the Finance Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

REGULAR MEETING MINUTES
MEASURE V RESIDENTS' OVERSIGHT COMMITTEE

October, 19, 2020, 5:30 p.m.
City Hall Conference Room 203, 333 Civic Center Plaza
City Website: <http://www.ci.tracy.ca.us>

Due to the COVID-19 emergency, the regular meeting was conducted pursuant to the provisions of the Governor's Executive Order N-29-20, which suspends certain requirements of the Ralph M. Brown Act. Residents could participate remotely via email and phone during the meeting.

1. CALL TO ORDER: Abdul Wahid, Chairperson, called the meeting to order at 5:31 p.m.

2. ROLL CALL:

Present: Chairperson Abdul Wahid, Committee Member Ameni Alexander and Committee Member Karen Parker-Moore

Absent: Vice Chairperson Allan Borwick

Staff Present: Karin Schnaider, Finance Director
Sara Cowell, Accounting Manager
Carol Zandona, Executive Assistant

Recorded By: Carol Zandona

3. ITEMS FROM THE AUDIENCE

None

4. APPROVAL OF MINUTES

Motion: Committee Member Parker-Moore made a motion to approve the January 23, 2020

Second: Committee Member Alexander

All in Favor: Chairperson Wahid, Committee Members Alexander and Parker-Moore

Absent: Committee Member Borwick

Oppose: None

5. REVIEW OF UNAUDITED ACTUALS FOURTH QUARTER FOR FISCAL YEAR 2019-20 AND FIRST QUARTER FISCAL YEAR 2020-21

Finance Director Karin Schnaider presented the staff report to the committee members providing a summary of the unaudited June 30, 2020 Measure V sales tax, which

encompassed the fourth quarter financials for FY 2019-20 and the unaudited September 30, 2020 Measure V sales tax, which encompassed the first quarter financials for FY 2020-21. The prior year (FY 2018-19) was also presented for a comparison.

Also presented to the Committee was a table that outlined, by date, Council actions in committing Measure V funds.

Committee member's questions and comments followed.

The Committee received and filed the Review of Unaudited Actuals for the Fourth Quarter FY 2019-20 and First Quarter FY 2020-21 report.

9. ITEMS FROM THE AUDIENCE

None

10. ADJOURNMENT

Motion to Adjourn: Committee Member Alexander
Second: Committee Member Parker-Moore
All in Favor: Chairperson Wahid, Committee
Members Alexander and Parker-Moore
Adjournment: 6:10 p.m.

The above Special meeting agenda was posted at the Tracy City Hall on October 16, 2020. The above are action minutes. A recording is available at the Finance Director's office.

**CITY OF TRACY
MEASURE V RESIDENTS' OVERSIGHT COMMITTEE
SPECIAL MEETING**

January 25, 2021

AGENDA ITEM 5.A

REQUEST

**ELECT A CHAIRPERSON AND VICE-CHAIRPERSON OF THE MEASURE V
RESIDENTS' OVERSIGHT COMMITTEE FOR THE 2021 CALENDAR YEAR**

EXECUTIVE SUMMARY

Annually the membership will select a Chairperson and Vice-Chairperson at an annual meeting held within the first quarter of the calendar year.

The terms of officers shall commence as of the date of that meeting and shall continue until the annual meeting in the following year.

DISCUSSION

Per the Bylaws of the Measure V Residents' Oversight Committee, Section E, Officers and Duties, annually the membership will select a Chairperson and Vice-Chairperson at an annual meeting within the first quarter of the calendar.

The officers will be selected by the membership for a one-year term and the term will commence as of the date of that meeting and shall continue until the annual meeting the following year.

Chairperson duties consist of:

- a. Preside at all regular and special meetings.
- b. Rule on all points of order and procedure during the meetings.
- c. Provide recommendations to staff liaison regarding agenda items.

The Vice-Chairperson shall assume all duties of the Chairperson in their absence or disability.

In case of the absence of both the Chairperson and Vice-Chairperson from any meeting, an Acting Chairperson shall be elected from among the members present.

FISCAL IMPACT

There is no fiscal impact related to this item.

RECOMMENDATION

That the Measure V Resident's Oversight Committee elect a Chairperson and Vice-Chairperson for the 2021 calendar year.

Prepared by: Carol Zandona, Executive Assistant

Approved by: Karin Schnaider, Finance Director

**CITY OF TRACY
MEASURE V RESIDENTS' OVERSIGHT COMMITTEE
SPECIAL MEETING**

January 25, 2021

AGENDA ITEM 6.A

REQUEST

**REVIEW OF UNAUDITED ACTUALS SECOND QUARTER FOR FISCAL YEAR
2020-21**

BACKGROUND

The Measure V Resident's Oversight Committee meets quarterly to review actuals from the prior quarters. The scope of this discussion is "to review the expenditure of the revenue from this transactions and use tax" in accordance with the Committee's scope in Section 6.28.170 of the Tracy Municipal Code (TMC). Due to the Governor's Stay at Home orders related to COVID-19, which delayed this Committee from meeting over the last year, this meeting will cover the prior two quarters, second quarter FY 2020-21.

DISCUSSION

The City's fiscal year is from July 1 through June 30. The City conducts an annual audit at the close of the fiscal year. Section 6.28.160 of the TMC states "... no later than December 31st of each year, the City's independent auditors shall complete a financial audit report to include the revenue raised and expended by this tax."

*****CONTINUE TO NEXT PAGE*****

Below is a summary of the unaudited December 31, 2020 Measure V sales tax, which encompasses the first quarter financials for FY 2020-21. Prior year is presented for comparison.

<u>Project</u>	<u>FY 19/20 Q2</u>	<u>FY 20/21 Adopted</u>	<u>FY20/21 Amended</u>	<u>FY20/21 Q2</u>
<u>REVENUES</u>				
Measure V Sales Tax	3,516,682	7,966,637	7,966,637	4,082,825
Interest Earnings	(23,742)	(80,146)	(80,146)	(57,991)
TOTAL REVENUES	3,492,940	7,886,491	7,886,491	4,042,834
<u>EXPENSES</u>				
Staffing	107,817	268,114	268,114	98,983
78054-Aquatic Center	29,789	0	20,108	4,316
78155-Senior Center	216,367	0	0	0
78163-Legacy Fields	0	0	0	0
78164-Legacy Fields	1,874,825	0	393,234	28,013
78178-MultiGen Rec Center	0	0	0	0
TOTAL EXPENSES	2,228,798	268,114	681,456	126,311
INCREASE/(DECREASE)	1,264,142	7,618,377	7,205,035	3,898,523

Attached is the accumulated totals of Measure V revenues and expenditures including committed fund balance as of January 22, 2021.

The following table outlines dates and actions Council to commit Measure V funds:

Date	Action
October 30, 2017	<ul style="list-style-type: none"> ▪ Council prioritized Measure V projects <ul style="list-style-type: none"> ○ Aquatics Center, ○ Legacy Fields, ○ Multi-Generational Recreation Center (“Multi-Gen Rec Center”), ○ Library ○ Ritter Family Ball Park ▪ Committed 50% of all Measure V funds for debt to finance these amenities (Legacy Fields \$10 million; Aquatic Center \$30 million; Multi-Gen Rec Center \$40 million), 25% to pay-as-you-go amenities and 25% to operating and maintaining these amenities,
December 19, 2017	<ul style="list-style-type: none"> ▪ Approve Measure V funding for Senior Accountant (0.5 FTE) (<i>Resolution 2017-273</i>)
March 6, 2018	<ul style="list-style-type: none"> ▪ Council approved major community amenity projects to be funded by Measure V and allocated Measure V funds in the following amounts (<i>Resolution 2018-043</i>) <ul style="list-style-type: none"> ○ \$4 million (planning and design for the Multi-Gen Rec Center), ○ \$1 million (design for Aquatics Center) ○ \$1.5 million (design contract to complete Phase 1 at Legacy Fields). ○ Approve Measure V funding for Parks Planning & Development Manager (1 FTE) ▪ Council approved a construction contract to construct Phase 1C of Legacy Fields. This included an appropriation of \$3.6 million from Measure V funds. (<i>Resolution 2018-044</i>)
July 17, 2018	<ul style="list-style-type: none"> ▪ Council awarded construction contract to renovate the Lolly Hansen Senior Center, which included over \$950,000 in committed Measure V funds. (<i>Resolutions 2018-021 and 2018-141</i>)
April 16, 2019	<ul style="list-style-type: none"> ▪ Council approved a construction contract to construct Phase 1D of Legacy Fields. This included an appropriation of \$4.9 million from Measure V funds. (<i>Resolution 2018-146</i>)
September 18, 2018	<ul style="list-style-type: none"> ▪ Approve Measure V funding for Senior Maintenance Worker-Parks (1 FTE) (<i>Resolution 2018-197</i>)
March 5, 2019	<ul style="list-style-type: none"> ▪ Council directed staff to fund the City amenities (Aquatic Center and Multi-Generational Recreation Center) through a “pay-go” approach; in lieu of debt financing, funds would be accumulated over time.
May 21, 2019	<ul style="list-style-type: none"> ▪ Council approves land purchase from Wastewater Fund for expanded park land at Legacy Fields, \$1.8M (<i>Resolution 2019-104</i>) ▪ Ratified, by motion, August 18, 2020

Date	Action												
November 5, 2019	<ul style="list-style-type: none"> ▪ Developer presented Aquatic Center Final Conceptual Plan funding scenarios of \$54M, \$80M and \$130M. ▪ Council, by motion, established a total not-to-exceed budget of \$65M (\$55M in Measure V and \$10M in Developer’s Contribution) for the Aquatic Center 												
November 19, 2020	<ul style="list-style-type: none"> ▪ Council confirms Measure V project priorities and approves funding allocations. (<i>Resolution 2019-232</i>) <table border="1" data-bbox="662 548 1401 789" style="margin-left: 40px;"> <thead> <tr> <th>Project</th> <th>Amount</th> <th>Timeline</th> </tr> </thead> <tbody> <tr> <td>Aquatic Center</td> <td>\$55M</td> <td>2019-2024</td> </tr> <tr> <td>Multi-Gen Rec Center</td> <td>\$40M</td> <td>2024-2028</td> </tr> <tr> <td>Operations & Maintenance</td> <td>\$40M</td> <td>2024-2037</td> </tr> </tbody> </table> <p>Note: Timelines may shift based on future Council direction regarding pay-go projects.</p>	Project	Amount	Timeline	Aquatic Center	\$55M	2019-2024	Multi-Gen Rec Center	\$40M	2024-2028	Operations & Maintenance	\$40M	2024-2037
Project	Amount	Timeline											
Aquatic Center	\$55M	2019-2024											
Multi-Gen Rec Center	\$40M	2024-2028											
Operations & Maintenance	\$40M	2024-2037											
June 16, 2020	<ul style="list-style-type: none"> ▪ Council approves one-time use of Measure V to fund General Fund deficit resulting from the COVID-19, \$2.2M. Council directs staff to repay the funds within three years. (<i>Resolution 2020-105</i>) 												
August 18, 2020	<ul style="list-style-type: none"> ▪ Council approved the Aquatic Center Final Conceptual Plan with a not-to-exceed budget of \$65 million, including contingency and soft costs, \$55M from Measure V and \$10M from Developer’s Contribution. (<i>Resolution 2020-154</i>) 												
December 15, 2020	<ul style="list-style-type: none"> ▪ Council approved \$500,000 Small Business Grant; returning for further discussion for funding at midyear 												

RECOMMENDATION

Staff recommends that Committee receive the FY 2020-21 Second Quarter, December 31, 2020, for Measure V.

Prepared by: Karin Schnaider, Finance Director

Reviewed by: Richard Joaquin, Parks Planning & Development Manager
 Brian MacDonald, Parks Director

ATTACHMENTS

Measure V Accumulated Total Unaudited

MEASURE V RESIDENTIAL OVERSIGHT COMMITTEE MEETING
01/25/2021
ACCUMULATED TOTALS FOR MEASURE V (UNAUDITED)

Council Action	Timeline	Committed	Program Funded	Actual FY 2017	Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual (unaudited) FY 2021 as of 01/22/2021	Accumulated Fund Balance as of 01/22/2021
Revenue									
Measure V Local Sales Tax			\$ (36,645,647)	\$ 1,952,527	\$ 9,022,126	\$ 10,853,130	\$ 10,735,039	\$ 4,082,825	\$ -
Interest Earnings			\$ (213,798)			\$ 85,175	\$ 128,623		
Total			\$ (36,859,445)	\$ 1,952,527	\$ 9,022,126	\$ 10,938,305	\$ 10,863,662	\$ 4,082,825	\$ -
Expense									
	Council Reso #	Fiscal Years							
.50 Senior Accountant	2017-273	2018-2037	\$ 1,500,000			\$ -	\$ -	\$ -	
1.0 Parks Planning Development Manager	2018-043	2019-2037	\$ 5,000,000	\$ (339,560)		\$ 170,809	\$ 168,751	\$ 101,136	
1.0 Senior Maintenance Worker Parks	2018-197	2019-2037	\$ 2,500,000	\$ (74,766)		\$ -	\$ 74,766		
Operations and Maintenance for amenities	2019-232	2024-2037	\$ 40,000,000						
*staffing cost have a moderate 2% inflation; actuals reflect current MOU contracts				\$ (515,143)					\$ (414,007)
Aquatic Center (CIP 78054A)	2018-043	2018-2026	\$ 1,000,000	\$ (1,000,000)			\$ 36,392	\$ 4,316	
Aquatic Center (CIP 78054B)	2019-232	2018-2026	\$ 55,000,000	\$ (15,382,825)					\$ (16,342,117)
Borrow for COVID	2020-154	2021	\$ 2,200,000	\$ (2,200,000)					\$ (2,200,000)
Small Business Relief Grant		2021	\$ 500,000	\$ (500,000)				\$ 105,000	\$ (395,000)
Legacy Fields land purchase	2019-104	2020	\$ 1,833,600	\$ (1,833,600)		\$ 1,833,600			
Legacy Fields Sports Complex (CIP 78163)	2018-044	2018-2021	\$ 3,662,068	\$ (3,662,068)	\$ 3,178,651	\$ 483,417			
Legacy Fields Sports Complex (CIP 78164)	2018-043; 2018-146	2018-2020	\$ 6,400,000	\$ (6,400,000)	\$ 20,205	\$ 3,075,820	\$ 2,419,552	\$ 61,363	\$ (823,060)
MutiGen Recreation Center (CIP 78178)	2018-043	2018-2026	\$ 4,000,000	\$ (4,000,000)	\$ 110,056				
MutiGen Recreation Center (CIP 78178)	2018-232	2026-2030	\$ 36,000,000						\$ (3,889,944)
Senior Center Construction Contract (CIP 78155)	2018-141; 2018-021	2018	\$ 951,483	\$ (951,483)		\$ 733,633	\$ 216,306		\$ (1,544)
Total			\$ 160,547,151	\$ (36,859,445)	\$ -	\$ 3,308,912	\$ 6,297,279	\$ 2,915,768	\$ 271,815
Cummulative Measure V Fund Balance			\$ (160,547,151)	\$ 0	\$ 1,952,527	\$ 5,713,213	\$ 4,641,026	\$ 7,947,894	\$ 3,811,010

Fund balance 107
Fund Balance 307

	Actual FY 2017	Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual FY 2020
\$	1,952,527	7,550,251	3,811,306	302,831	4,179,520
\$	115,491	8,495,461	19,951,830	19,886,151	
\$	1,952,527	7,665,741	12,306,767	20,254,661	24,065,671
\$	0	(1)	0	0	1