

COMMITTEE MEMBERS

Brian Beckon
Gregory Grassi
Brandy Leidgen
Diane Sprouse
Michelle Lane

Civic Center
1950 Parkside Drive
Concord, CA 94519
www.cityofconcord.org



**Special Meeting of the
Measure V Oversight
Committee**

Thursday, April 15, 2021

5:30 p.m.

Various
telephonic/electronic
locations (see below)

CORONAVIRUS DISEASE (COVID-19) ADVISORY WARNING
STAY SAFE, STAY HEALTHY, STAY HOME

The Contra Costa County Health Department has ordered individuals in Contra Costa County to “shelter in place”. The California Department of Public Health issued its “Mass Gatherings Guidance on Novel Coronavirus or COVID-19” followed by a recommendation that certain gatherings in California be postponed or canceled. The Governor of the State of California issued Executive Order N-25-20 which, among other things, orders that all California residents are to “. . . heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19” and pursuant to Executive Order N-33-20 has ordered all individuals in California to stay home or at their place of residence with very limited exceptions. That means residents must obey State, County, and City of Concord rules and guidelines.

City of Concord Rules: The City of Concord has declared a local state of emergency due to COVID-19 and is closed to the public. This Measure Q Oversight Committee special meeting is an essential event. However, City of Concord staff will conduct this meeting telephonically or otherwise electronically. City staff will **not** make available any physical location from which members of the public may observe the meeting and offer public comment. Instead, members of the public may observe and address the meeting remotely. Below is information on how to do that.

How to View/Listen to the Meeting via Zoom Meeting:

Join Zoom Meeting

<https://cityofconcord.zoom.us/j/93796934964?pwd=UIIXUWp2TDhIVTQvUUUxVWZMdG9yQT09>

Meeting ID: 937 9693 4964

Password: 514751

One tap mobile

+16699006833,,92670844786#,,#,455886# US (San Jose)

+13462487799,,92670844786#,,#,455886# US (Houston)

Dial by your location
877 853 5257 US Toll-free
888 475 4499 US Toll-free

Find your local number: <https://cityofconcord.zoom.us/j/aSm29Hlkk>

How to Submit Public Comments:

Written: All comments received **before 3:00 pm the day of the meeting** will be posted on the City's website as "Correspondence" under the relevant agenda item and provided to the Measure Q Oversight Committee members at the meeting. Please email your comments to finance@cityofconcord.org.

During the Meeting: The public will be allowed to address the Committee on items appearing on the agenda. The Committee Chair will call a public comment period and call on members of the public wishing to speak. Each speaker will be limited to approximately three minutes.

Special Meeting of the Measure V Oversight Committee

1. ROLL CALL

2. AGENDA ITEMS

The public is entitled to address the Committee on items appearing on the agenda before or during the Committee's consideration of that item. Each speaker will be limited to approximately three minutes.

Please see "How to Submit Public Comments" above.

- a. Approval of Minutes/Annotated Agenda of March 15, 2021. See Attachment A.
- b. Presentation by City Engineer Providing an Overview of Proposed Use of Measure V Revenues for Capital Projects (information item – no action required). – Kevin Marstall, City Engineer
- c. Update on Creation of a New Measure V Annual Report (information item – no action required). – Kylie Hicks, Budget Analyst
- d. Request for Committee's Feedback on Recommendations and Memorandum to the City Council related to the FY 2019-20 Comprehensive Annual Financial Report, Biennial Operating Budget, and the use of Measure V revenue (no attachment). – Karan Reid, Director of Finance

3. ADJOURNMENT

In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator Tianjun Cao at (925) 671-3243 or Tianjun.cao@cityofconcord.org, at least 24 hours in advance of the

meeting. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Distribution: City Council
Valerie Barone, City Manager
Susanne Brown, City Attorney
Karan Reid, Director of Finance
Donna Lee, Budget Officer
Joelle Fockler, City Clerk

COMMITTEE MEMBERS

Brian Beckon
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**ANNOTATED AGENDA
Special Meeting of the
Measure V Oversight
Committee**

Monday, March 15, 2021

5:30 p.m.

Various
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locations (see below)

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Meeting ID: 985 9905 7419

Password: 148344

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Special Meeting of the Measure V Oversight Committee

1. **ROLL CALL:** Present – Diane Sprouse, Gregory Grassi, Brandy Leidgen, and Michelle Lane. Meeting called to order at 5:37 p.m. Brian Beckon (arrived at 6:18 p.m.).
2. **STAFF PRESENT:** Karan Reid, Director of Finance; Donna Lee, Budget Officer; and Kylie Hicks, Budget Analyst.
3. **MEMBERS OF THE PUBLIC WHO ADDRESSED THE COMMITTEE:** None.

4. AGENDA ITEMS

The public is entitled to address the Committee on items appearing on the agenda before or during the Committee’s consideration of that item. Each speaker will be limited to approximately three minutes.

Please see “How to Submit Public Comments” above.

- a. Approval of Minutes/Annotated Agenda of October 19, 2020. See Attachment A.

Action: Motion to approve minutes by Gregory Grassi and seconded by Brandy Leidgen. Ayes: Diane Sprouse, Gregory Grassi, Brandy Leidgen, and Michelle Lane. Absent: Brian Beckon.

- b. Overview of Council Approval Establishing the Measure V Committee and Minor Changes in Duties - Karan Reid, Director of Finance

Action: No action taken. The committee received the presentation.

Discussion: Karan Reid gave an information presentation on Council approved changes to the committee with the passing of Measure V on the November 2020 ballot. The name of the Committee will change from the Measure Q Oversight Committee to the Measure V Oversight Committee effective April 1, 2021.

Additionally, existing committee members will continue their terms until they expire. The Council took actions to change the ordinance so the lifespan of the committee continues for as long as the City receives Measure V revenues.

c. Elect Chair of Measure V Oversight Committee

Action: Motion to elect Diane Sprouse as Chair of Measure V Oversight Committee by Diane Sprouse and seconded by Gregory Grassi. Ayes: Diane Sprouse, Gregory Grassi, Brandy Leidgen, and Michelle Lane. Absent: Brian Beckon.

d. Elect Vice-Chair of Measure V Oversight Committee

Action: Motion to elect Brian Beckon as Vice-Chair of Measure V Oversight Committee by Diane Sprouse and seconded by Brandy Leidgen. Ayes: Diane Sprouse, Gregory Grassi, Brandy Leidgen, and Michelle Lane. Absent: Brian Beckon.

e. Overview of the City of Concord's FY 2019-20 Comprehensive Annual Financial Report and Use of Measure Q Revenues. See Attachments B and C. - Karan Reid, Director of Finance

Action: No action taken. The committee received the report.

Discussion: Karan Reid made a presentation on the City of Concord's FY 2019-20 Comprehensive Annual Financial Report and the use of Measure Q revenues. The presentation included a selection of pages from the Annual Report pertinent to Measure Q. She noted that the City's auditors, Maze & Associates, gave the Annual Report a clean opinion. Karan also noted that staff has received direction from Council to move forward with a 20-year financing of Measure V revenues that will result in approximately \$107 million of funds to accelerate roadway and other infrastructure projects in the City, and that some of the proceeds of the financing will be used to pay off current debt service and unencumber the Police building as an asset. The City Engineer will provide further detail on the proposed use of the debt proceeds and related projects at the April 15 meeting of the committee.

f. Overview of FY 2020-21 Mid-Year Operating Budget Update and New Measure V Investment - Donna Lee, Budget Officer

Action: No action taken. The committee received the presentation.

Discussion: Donna Lee gave a presentation on the operating budget adjustments made for FY 2020-21 at Mid-Year in February 2021. She noted that although some tax revenues are coming in higher than anticipated at the beginning of the pandemic, the City will still rely on the use of \$3 million of reserves to balance the budget in the current fiscal year. She further explained

that City anticipates collecting Measure V revenues starting in April 2021. Based on direction from the community, the City Council has decided to use Measure V funds to not only address the infrastructure backlog in the City, but also bolster community-based programs. Some examples include non-traditional Police programs such as CORE and MHET to address issues of homelessness and mental health needs in the community and small business support due to the effects of the pandemic.

- g. Review of Proposed Measure V Oversight Committee Schedule for 2021. See Attachment D. – Donna Lee, Budget Officer

Action: The start times for the meetings on April 21 and April 28 were changed to 4:00 p.m.

5. ADJOURNMENT

Meeting adjourned at 6:41 p.m.

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