

**AGENDA FOR THE MEETING  
OF THE MEASURE I CITIZENS' OVERSIGHT BOARD  
DECEMBER 5, 2019 – 6:30 P.M.  
CONFERENCE ROOM 1, CITY HALL, 13700 LA MIRADA BOULEVARD,  
LA MIRADA, CALIFORNIA 90638**

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by this City, please call (562) 943-0131 and contact the City Clerk's office or the Human Resources Department. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.*

*All cell phones, pagers and other audible electronic devices should be in their off or silent position while the meeting is in session.*

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Chairman Hal Malkin  
Vice Chairman Lee Olsen  
Philip Massey  
David Morfin  
Scott Watkins**

**ACTION ITEMS**

- 1. MEETING MINUTES** – It is recommended the Oversight Board approve the minutes of the meeting of September 5, 2019.

**REVIEW AND DISCUSSION**

- 2. MEASURE I REVENUES AND EXPENDITURES UPDATE** – It is recommended the Oversight Board receive and file the report.
- 3. ORAL REPORT ON THE CITY'S CAPITAL IMPROVEMENT PROJECTS** – It is recommended the Oversight Board review and discuss the Capital Improvement Projects update.

**PUBLIC COMMENT**

*(Any information or materials provided during Public Comments are recorded in the minutes and are subject to public disclosure under the Public Records Act. The speaker is requested, but is not required, to orally state or register his or her name and/or address on the sheet located at the podium, for purposes of recording the information accurately in the minutes.)*

**BOARD MEMBER REPORTS**

**ADJOURNMENT**

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Dated this 26th day of November 2019.

  
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Anne Haraksin, City Clerk

**MINUTES OF THE MEETING OF THE  
MEASURE I CITIZENS' OVERSIGHT BOARD  
September 5, 2019**

The meeting was called to order at 6:30 p.m. in Conference Room 1, 13700 La Mirada Boulevard, La Mirada, California. Responding to roll call were Board Member Philip Massey, Board Member David Morfin, Vice Chairman Lee Olsen and Chairman Hal Malkin. Board Member Scott Watkins was absent. Also present were City Manager Jeff Boynton, Public Works Director Mark Stowell, and Finance Manager Melissa Pascual.

**CALL TO ORDER**

Chairman Malkin called the meeting to order.

**PLEDGE OF ALLEGIANCE**

Board Member Morfin led the pledge of allegiance.

**ROLL CALL**

City Manager Boynton conducted roll call.

**ACTION ITEMS**

**1. APPROVAL OF MINUTES**

The Minutes from the June 6, 2019 meeting were approved unanimously by those present.

**MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:**

**AYES: Members Massey, Morfin, Vice Chairman Olsen, Chairman Malkin**  
**NOES: None**  
**ABSENT: Member Watkins**  
**ABSTAIN: None**

**2. ANNUAL REPORT**

Member Massey motioned and Member Morfin seconded to approve the Fiscal Year 2018-19 Measure I Annual Report, as amended.

**AYES: Members Massey, Morfin, Vice Chairman Olsen, Chairman Malkin**  
**NOES: None**  
**ABSENT: Member Watkins**  
**ABSTAIN: None**

**REVIEW AND DISCUSSION**

**3. MEASURE I REVENUES AND EXPENDITURES UPDATE**

Finance Manager Melissa Pascual reported on payments received by the California Department of Tax and Fee Administration (CDTFA) and Measure I expenditures. Ms. Pascual said Measure I generated a total of \$188,316.71 in revenues to date for Fiscal Year 2018-19.

Finance Manager Pascual said expenditures totaling \$482,658 were transferred out for Neighborhood Infrastructure Improvement Phases 3, 4, and 5. The current Fiscal Year 2018-19 fund balance is \$5.59 million.

Members reviewed and discussed the CDTFA tax distribution update and Measure I financial information.

**Vice Chairman Olsen motioned and Member Massey seconded to receive and file the report.**

**MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:**

**AYES: Members Massey, Morfin, Vice Chairman Olsen, Chairman Malkin**  
**NOES: None**  
**ABSENT: Member Watkins**  
**ABSTAIN: None**

**4. ORAL REPORT ON THE CITY'S CAPITAL IMPROVEMENT PROJECTS**

Public Works Director Mark Stowell provided an update of Measure I funded and other Capital Improvement Projects being completed in La Mirada.

Members asked questions and provided comments about Measure I Phase 5, median landscape renovations, street tree replacements, and traffic signal upgrades.

**PUBLIC COMMENT**

None.

**BOARD MEMBER REPORTS**

Board Members reported on activities and upcoming events.

**ADJOURNMENT**

The meeting was adjourned at 7:22 p.m.

ATTEST:

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Jeff Boynton, City Manager

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Hal Malkin, Chairman

**REVIEW AND DISCUSSION**

**Measure I Citizens' Oversight Board  
December 5, 2019**

**TO:** Chairman and Oversight Board Members  
**FROM:** Jeff Boynton, City Manager  
**ORIGINATED BY:** Melissa Pascual, Finance Manager  
**SUBJECT: MEASURE I REVENUES AND EXPENDITURES UPDATE**

**BACKGROUND**

At the January 22, 2013 City Council meeting, the City Council adopted Resolution No. 13-05 establishing the Measure I Citizens' Oversight Board. The role of the Oversight Board is to review and report on the revenues and expenditures of Measure I funds; review financial audits and reports; monitor the City's progress on the planning, engineering, and construction of infrastructure projects; and issue an Annual Report.

**FINDINGS**

This report provides information as of November 30, 2019. Attachment "A" includes information on the California Department of Tax and Fee Administration (CDTFA) to the City (revenues) and Measure I-related expenditures. Measure I has generated a total of \$1,006.85 in revenues to date for Fiscal Year 2019-2020. Attachment "B" includes the CDTFA monthly remittances. Although Measure I expired on March 31, 2018, the City continues to receive nominal residual use tax. These amounts are expected to continue diminishing over time.

During this reporting period, expenditures in the amount of \$3.046 million were transferred out for Neighborhood Phases IV and V for engineering, construction, and inspection duties. The current 2019-20 Fiscal Year fund balance is \$2.548 million. Based on the current construction schedule, it is anticipated the balance of Measure I funds will be expended by early 2020.

**RECOMMENDED ACTION**

It is recommended the Oversight Board receive and file the report.

**ATTACHMENT A**

CITY OF LA MIRADA  
BALANCE SHEET-MEASURE I  
AS OF NOVEMBER 30, 2019 (UNAUDITED)

ASSETS:

CASH	<u>\$ 2,548,475.90</u>
TOTAL ASSETS	<u><u>\$ 2,548,475.90</u></u>

FUND BALANCE:

ASSIGNED FOR CAPITAL PROJECTS	<u>\$ 2,548,475.90</u>
TOTAL FUND BALANCE	<u><u>\$ 2,548,475.90</u></u>

CITY OF LA MIRADA  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
MEASURE I  
AS OF NOVEMBER 30, 2019 (UNAUDITED)

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	AS OF 11/30/2019
<b>REVENUES</b>								
MEASURE I TRANSACTIONS AND USE TAX	<u>1,524,783.00</u>	<u>4,456,406.00</u>	<u>5,793,139.18</u>	<u>5,743,911.08</u>	<u>6,384,905.46</u>	<u>5,178,916.27</u>	<u>188,316.71</u>	<u>1,006.85</u>
<b>EXPENDITURES</b>								
T/OUT-CAPITAL PROJ. (C1071)- MEASURE I PHASE V	-	-	-	-	-	323,528.75	21,430.09	3,040,514.86
T/OUT-CAPITAL PROJ. (C1069)- MEASURE I PHASE IV	-	-	-	-	58,764.36	5,504,250.89	440,714.30	5,970.00
T/OUT-CAPITAL PROJ. (C1064)- PHASE III	-	-	-	212,685.00	2,803,109.05	4,489,209.78	19,514.41	-
T/OUT-CAPITAL PROJ. (C1049)- MEASURE I ENGINEERING	-	147,800.00	3,778.00	104,844.11	-	-	-	-
T/OUT-CAPITAL PROJ. (C1058)- PHASE II	-	-	148,380.00	4,490,349.72	31,560.00	-	-	-
T/OUT-CAPITAL PROJ. (C1059)- PHASE I	-	-	4,336,719.00	44,547.20	-	-	-	-
T/OUT-CAPITAL PROJ. (C1068)- STORM DRAIN PROGRAM	-	-	-	5,587.50	575.00	179,022.13	-	-
T/OUT-CAPITAL PROJ.(C1070)- OLIVE BRANCH DRIVE	-	-	-	-	309,742.00	312.50	-	-
	-	147,800.00	4,488,877.00	4,858,013.53	3,203,750.41	10,496,324.05	481,658.80	3,046,484.86
NET CHANGE IN FUND BALANCE	1,524,783.00	4,308,606.00	1,304,262.18	885,897.55	3,181,155.05	(5,317,407.78)	(293,342.09)	(3,045,478.01)
FUND BALANCE, BEGINNING OF YEAR	-	1,524,783.00	5,833,389.00	7,137,651.18	8,023,548.73	11,204,703.78	5,887,296.00	5,593,953.91
FUND BALANCE, END OF YEAR	<u>1,524,783.00</u>	<u>5,833,389.00</u>	<u>7,137,651.18</u>	<u>8,023,548.73</u>	<u>11,204,703.78</u>	<u>5,887,296.00</u>	<u>5,593,953.91</u>	<u>2,548,475.90</u>

**C1069 MEASURE I PHASE IV**

8/30/2019	5,970.00	ENGINEERING	3576400
8/30/2019	279,424.69	SEQUEL CONTRACTORS	3576469
8/30/2019	(279,424.69)	SEQUEL CONTRACTORS- REVERSE PY ACCRUAL	
	<u>5,970.00</u>		

**C1071 MEASURE I PHASE V**

8/30/2019	510.00	HARRIS AND ASSOCIATES	3576410
9/23/2019	1,770.00	HARRIS AND ASSOCIATES	3576755
11/4/2019	32,963.58	HARRIS AND ASSOCIATES	3577066
11/15/2019	8,860.80	TWINING	
9/16/2019	163,902.55	RJ NOBLE	3576624
9/23/2019	1,255,004.84	RJ NOBLE	3576791
11/15/2019	1,555,448.59	RJ NOBLE	
8/30/2019	5,829.00	WOLFE ENGINEERING	3576493
9/23/2019	7,743.00	WOLFE ENGINEERING	3576808
11/15/2019	8,482.50	WOLFE ENGINEERING	
	<u>3,040,514.86</u>		
	<u>3,046,484.86</u>		

00110-4120.5 MEASURE I SALES TAX REVENUE

YEAR	PER	EFF DATE	AMOUNT	VDR NAME/ITEM DESC
2020	1	7/31/2019	5,343.04	'BOARD OF EQUALIZATION
2020	1	7/31/2019	(5,343.04)	REVERSE FY 18/19 ACCRUAL
2020	2	8/30/2019	11,033.26	'BOARD OF EQUALIZATION
2020	2	8/30/2019	(11,033.26)	REVERSE FY 18/19 ACCRUAL
2020	3	9/30/2019	657.28	'BOARD OF EQUALIZATION
2020	4	10/31/2019	-	'BOARD OF EQUALIZATION
2020	5	11/30/2019	349.57	'BOARD OF EQUALIZATION

1,006.85



ATTACHMENT B

8/6/2019

California Department of Tax and Fee Administration

# Local Jurisdiction Statement of Tax Distribution

Juris Code: 308

Date: 07/19/2019

For the periods shown below

**Payee: CITY OF LA MIRADA TRANS & USE  
DEPUTY CITY MANAGER**

Current Distributions	MAY 2019	5,343.04
Current Advance	MAY 2019	0.00
Prior Credits		0.00

Balance	MAY 2019	5,343.04
Total Payment (by EFT)		5,343.04

Current Distributions Breakdown by Period:

Distribution Prior to 4th Quarter 2018	4,757.37
Distribution 4th Quarter 2018	415.21
Distribution 1st Quarter 2019	0.09
Distribution 2nd Quarter 2019	170.37
Distribution 3rd Quarter 2019	0.00
Current Distributions (As Above)	5,343.04

If you have any questions, please contact CDTFA Local Revenue Branch by phone at (916) 324-3000 or mail:

California Department of Tax and Fee Administration  
Local Revenue Branch, MIC: 27  
PO Box 942879  
Sacramento, CA 94279-0027

Back to Query Page ([www.cdtfa.ca.gov/webservices/localJur.jsp](http://www.cdtfa.ca.gov/webservices/localJur.jsp))

# Local Jurisdiction Statement of Tax Distribution

Juris Code: 308

Date: 08/21/2019

For the periods shown below

**Payee: CITY OF LA MIRADA TRANS & USE  
DEPUTY CITY MANAGER**

Total Due	2ND QTR 19	86,391.64
Prior Credits		-2,760.76
Prior Distributions	2ND QTR 19	-72,597.62
Prior Advances	2ND QTR 19	0.00
Cost of Admin		0.00

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Balance	2ND QTR 19	11,033.26
Total Payment (by EFT)		11,033.26

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**Total Due Breakdown by Period:**

Distribution Prior to 4th Quarter 2018	82,536.26
Distribution 4th Quarter 2018	907.77
Distribution 1st Quarter 2019	24.08
Distribution 2nd Quarter 2019	2,923.53
Distribution 3rd Quarter 2019	0.00
<b>Total Due (As Above)</b>	<b>86,391.64</b>

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If you have any questions, please contact CDTFA Local Revenue Branch by phone at (916) 324-3000 or mail:

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# Local Jurisdiction Statement of Tax Distribution

Juris Code: 308

Date: 09/19/2019

For the periods shown below

**Payee: CITY OF LA MIRADA TRANS & USE  
DEPUTY CITY MANAGER**

*Meas I*

Current Distributions	JUL 2019	657.28
Current Advance	JUL 2019	0.00
Prior Credits		0.00

Balance	JUL 2019	657.28
Total Payment (by EFT)		657.28

Current Distributions Breakdown by Period:

Distribution Prior to 1st Quarter 2019	541.57
Distribution 1st Quarter 2019	5.10
Distribution 2nd Quarter 2019	105.41
Distribution 3rd Quarter 2019	5.20
Distribution 4th Quarter 2019	0.00
Current Distributions (As Above)	657.28

If you have any questions, please contact CDTFA Local Revenue Branch by phone at (916) 324-3000 or mail:

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Local Revenue Branch, MIC: 27  
PO Box 942879  
Sacramento, CA 94279-0027

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# Local Jurisdiction Statement of Tax Distribution

Juris Code: 308

Date: 10/21/2019

For the periods shown below

**Payee: CITY OF LA MIRADA TRANS & USE  
DEPUTY CITY MANAGER**

Current Distributions	AUG 2019	-5,623.22
Current Advance	AUG 2019	0.00
Prior Credits		0.00

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Balance	AUG 2019	-5,623.22
Total Payment (by EFT)		0.00

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**Current Distributions Breakdown by Period:**

Distribution Prior to 1st Quarter 2019	-5,804.76
Distribution 1st Quarter 2019	0.04
Distribution 2nd Quarter 2019	97.90
Distribution 3rd Quarter 2019	83.60
Distribution 4th Quarter 2019	0.00
Current Distributions (As Above)	-5,623.22

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If you have any questions, please contact CDTFA Local Revenue Branch by phone at (916) 324-3000 or mail:

California Department of Tax and Fee Administration  
Local Revenue Branch, MIC: 27  
PO Box 942879  
Sacramento, CA 94279-0027

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# Local Jurisdiction Statement of Tax Distribution

Juris Code: 308

Date: 11/20/2019

For the periods shown below

**Payee: CITY OF LA MIRADA TRANS & USE  
DEPUTY CITY MANAGER**

Total Due	3RD QTR 19	1,006.85
Prior Credits		0.00
Prior Distributions	3RD QTR 19	-657.28
Prior Advances	3RD QTR 19	0.00
Cost of Admin		0.00

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Balance	3RD QTR 19	349.57
Total Payment (by EFT)		349.57

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**Total Due Breakdown by Period:**

Distribution Prior to 1st Quarter 2019	-2,339.98
Distribution 1st Quarter 2019	5.14
Distribution 2nd Quarter 2019	138.50
Distribution 3rd Quarter 2019	3,203.19
Distribution 4th Quarter 2019	0.00
Total Due (As Above)	1,006.85

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If you have any questions, please contact CDTFA Local Revenue Branch by phone at (916) 324-3000 or mail:

California Department of Tax and Fee Administration  
Local Revenue Branch, MIC: 27  
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Sacramento, CA 94279-0027

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