

**MINUTES OF THE REGULAR MEETING OF THE  
MEASURE I CITIZENS' OVERSIGHT BOARD  
AUGUST 26, 2013**

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 Members Changhai Ahn, Hal Malkin, Philip Massey, and Lee Olsen. Board Member David Morfin was absent. Also present were City Manager Designee Jeff Boynton, Deputy City Manager Anne Haraksin, Senior Accountant Melissa Pascual, and Senior Accountant Judy Quinonez.

**ACTION ITEMS**

**1. SELECTION OF CHAIRMAN AND VICE CHAIRMAN**

**Member Malkin moved and Member Olsen seconded to nominate Member Massey to serve as Chairman of the Oversight Board.**

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

**AYES: Members Ahn, Malkin, Massey, Olsen  
NOES: None  
ABSENT: Member Morfin  
ABSTAIN: None**

**Chairman Massey moved and Member Olsen seconded to nominate Member Olsen to serve as Vice Chairman of the Oversight Board.**

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

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

**REVIEW AND DISCUSSION**

**2. RESOLUTION NO. 13-05 ESTABLISHING THE MEASURE I CITIZENS' OVERSIGHT BOARD**

City Manager Designee Boynton distributed a copy of Ordinance No. 654 and Resolution No. 13-05. He provided information on the documents. He said Ordinance

No. 654 established a one percent Transactions and Use Tax to be administered by the State Board of Equalization. Section 3.10.140 of the Ordinance requires the City Council to establish a citizens' oversight committee to review and report on the revenue and expenditures of funds from the tax. He said Resolution No. 13-05 established the Measure I Citizens' Oversight Board and provides guidelines for the duties of Board Members. Mr. Boynton said the role of the Oversight Board is to review and report on the revenue of expenditures of Measure I funds; monitor the City's progress on the planning, engineering, and construction of infrastructure projects; review financial audits and reports; and issue an Annual Report.

Members of the Oversight Board discussed the timing of the Annual Report. It was recommended that a report be made available to the public in July 2014.

### **3. OVERVIEW OF OVERSIGHT BOARD PURPOSE, PROCESS & TIMELINE**

City Manager Designee Boynton distributed the Local Government Guide to Sales, Use and Transactions Taxes prepared by the HdL Companies. He provided information on the differences between a Transactions and Use Tax and the Bradley-Burns Uniform Sales Tax.

Members of the Oversight Board discussed the frequency of future Oversight Board meetings. Board Members expressed support for meeting quarterly on Mondays.

### **4. UPDATE OF CALIFORNIA STATE BOARD OF EQUALIZATION TAX DISTRIBUTION**

Senior Accountant Pascual reported on payments received by the State Board of Equalization. She said over \$1.5 million was received by the City in three payments. She said the first payment, which covered the month of April 2013, was \$457,783. A second payment for May 2013 totaled \$457,300. A third payment for June 2013 was \$609,700. She said the amounts are subject to later adjustments by the State. She said if revenues continue to be received at these levels, Measure I could generate more than the \$4 million to \$5 million that was originally projected.

Members of the Oversight Board discussed the City's tracking of Measure I funds. Members of the Oversight Board expressed an interest in receiving copies of ledgers containing balance sheets related to Measure I funds.

### **5. UPDATE OF CAPITAL IMPROVEMENT PROJECTS**

City Manager Designee Boynton distributed the City's Capital Improvement Program budget. He said that in Fiscal Year 2013-2014, over \$25 million was budgeted for projects. He provided an update on the City's capital improvement projects including the rehabilitation and reconstruction of streets and sidewalks, Foster Park Phase III,

sidewalk and landscape improvements on Santa Gertrudes Avenue, Valley View Avenue Grade Separation, and I-5 expansion project.

Members of the Oversight Board discussed the timing of the Annual Report. It was suggested that an abbreviated report be distributed to the public in November. The Oversight Board also suggested the City continue to include information on Measure I funds and the status of capital improvement projects on the City's website and in the *La Mirada Living* newsletter.


**PUBLIC COMMENT**

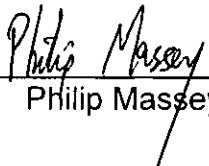
Zurich Lewis addressed the Oversight Board and he expressed his confidence in the Oversight Board Members.

**ADJOURNMENT**

The meeting was adjourned at 8:07 p.m.

ATTEST:

  
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Anne Haraksin, Deputy City Manager

  
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Philip Massey, Chairman