

City of Milpitas

Measure F Oversight Committee

AGENDA

Thursday, December 16, 2021

5:30 P.M. - 6:45 P.M.

Measure F Oversight Committee meeting is held via teleconference/ Zoom webinar only (no physical meeting space). You may watch the meeting without providing public comments by accessing it via links below.

Meeting shall be livestreamed – Go to:

Facebook: <https://www.facebook.com/CityofMilpitas/>

YouTube: <https://www.ci.milpitas.ca.gov/youtube>

Web Streaming: <https://www.ci.milpitas.ca.gov/webstreaming>

PUBLIC COMMENT INSTRUCTIONS

Oral public comments may be provided live during the Measure F Oversight Committee meeting by first registering for the zoom meeting in advance by providing email address (not disclosed) and a name. Here is the link to register for this meeting only:

https://ci-milpitas-ca-gov.zoom.us/webinar/register/WN_6KKqovFrTf2bqt9EGTaqbg

A link will be sent to you to join the Measure F Oversight Committee (“MFOC” or “Committee”) meeting in order to give your comments. All registered meeting attendees who wish to speak must click on the “raise hand” icon when the Chair calls for public comments. If participating by calling in on your phone, dial *9 to use the “raise hand” feature, and when you are called upon, hit *6 to unmute your phone. Your phone number will be displayed in the live meeting. The Chair or staff will call the speakers to begin.

All comments provided shall be limited to three minutes or less as determined by the Chair. All members of the public will be limited to one comment per agenda item, and one comment for non-agenda items. Online written comment form previously used is no longer available for public comment. Any submitted comments that contain profanity or vulgar language will not be read.

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Roll Call**
- IV. **Seating of Alternates**
- V. **Approval of Agenda**

VI. Approval of Minutes

- i. May 26, 2021
- ii. September 16, 2021

VII. Public Forum- Please limit remarks to three minutes or less

Those interested are invited to address Measure F Oversight Committee on any subject not on tonight's agenda, orally via zoom webinar (instructions on page 1). Speakers may provide their name and city of residence for the Staff's record, and comments may be limited to three minutes or less. As an item not listed on the agenda, no response is required from the City staff or Committee and no action can be taken. The Committee may instruct the City staff to place the item on a future meeting agenda.

VIII. Business Items (Roll call vote to be conducted by City Staff)

- i. Review the FY2020-2021 Revenues and Confirm that the Services Recommended to be Maintained with Measure F Funding are an Allowable Expenditure Consistent with Measure F

Motion: none needed

IX. Staff and/or Liaison Reports

X. Adjournment

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNEMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review. For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035

e-mail:cdiaz@ci.milpitas.ca.gov /Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website www.ci.milpitas.ca.gov by selecting the Milpitas Municipal code link.

Materials related to an item on this agenda submitted to the Measure F Oversight Committee after initial distribution of the agenda packet are available for public inspection on the City website. The committee agendas and related materials can be viewed online at: <https://www.ci.milpitas.ca.gov/milpitas/departments/finance/measure-f-oversight/> (select meeting date).

If you need assistance, per the Americans with Disabilities Act, for any City of Milpitas public meeting, call Rosanne Yamashita at 408-586-3162 or send an email to ryamashita@ci.milpitas.ca.gov prior to the meeting. You may request a larger font agenda.

**CITY OF MILPITAS
MEASURE F OVERSIGHT COMMITTEE (MFOC)
Meeting Minutes- Revised
Wednesday, May 26, 2021
5:30 p.m.**

**Via Teleconference
Milpitas, CA 95035**

- I. **CALL TO ORDER:** Chair Neal Osborn called the meeting to order at 5:30 p.m.
- II. **PLEDGE OF ALLEGIANCE:** Finance Director Lauren Lai led the Committee in the Pledge of Allegiance
- III. **ROLL CALL:**
Present:, Harsh Patel, Neal Osborn, Siok (Jade) Hall, Tanmay Patel, Nicholas Dold, Dhanwant Dhaliwal
Committee Members Absent: Daniel Sullivan, Ranjith Kumar,
Committee Members Late: Joyita Ghose,
City Staff Present: Assistant City Manager Ashwini Kantak, Finance Director Lauren Lai, Recording Secretary Rosanne Yamashita
- IV. **SEATING OF ALTERNATES:** Dhanwant Dhaliwal
- V. **APPROVAL OF AGENDA: May 26, 2021**
M/S: Dold/ H. Patel AYES: All
- VI. **APPROVAL OF MINUTES: April 26, 2021**
M/S: Dold/ H. Patel AYES: All
- VII. **PUBLIC FORUM:** None
- VIII. **BUSINESS ITEMS:**
 - a. **Tax Revenue Informational Report**
Finance Director Lai provided the Committee with a presentation and then opened the floor up for discussion. The committee discussed the items presented and offered suggestions for future funding topics.

Motion: Receive Sales Tax Informational Report
M/S: Hall/ Ghose AYES: All
 - b. **Discuss Measure F Oversight Committee Scope and Responsibilities**
Chair Osborn reminded the committee that the ultimate decision on how funds are spent will be determined by City Council and that the committee is welcomed to provide feedback and suggestions to council. He then opened the floor to comments and questions.

c. Proposed Quarterly Meeting Dates and Time

Motion: Approve Measure F Oversight Committee Proposed Quarterly Meetings and approve cancelling the June 17, 2021 Regular Meeting

M/S: H. Patel/ Ghose

AYES: H. Patel, Ghose, Hall, T. Patel, Dold

NAYS: None

IX. **STAFF and/or LIAISON REPORTS:** None

X. **ADJOURNMENT:** Chair Osborn adjourned the meeting at 6:45 p.m.

DRAFT

CITY OF MILPITAS
MEASURE F OVERSIGHT COMMITTEE (MFOC)
Meeting Minutes- Revised
Thursday, September 16, 2021
5:30 p.m.

Via Teleconference
Milpitas, CA 95035

- I. **CALL TO ORDER:** Chair Neal Osborn called the meeting to order at 5:35 p.m.
- II. **PLEDGE OF ALLEGIANCE:** Finance Director Lauren Lai led the Committee in the Pledge of Allegiance
- III. **ROLL CALL:**
Present: Neal Osborn, Siok (Jade) Hall, Tanmay Patel
Committee Members Absent: Ranjith Kumar,
Committee Members Late: Joyita Ghose (5.55p), Daniel Sullivan (5.55p- 6.10p)
Alternative Members Late: Dhanwant Dhaliwal (5.38p) seated
City Staff Present: Assistant City Manager Ashwini Kantak, Finance Director Lauren Lai, Recording Secretary Rosanne Yamashita
- IV. **SEATING OF ALTERNATES:**
- V. **APPROVAL OF AGENDA: September 16, 2021**
M/S: Hall/ T. Patel AYES: Hall, T. Patel, Osborn, Dhaliwal
- VI. **APPROVAL OF MINUTES: May 26, 2021 (Tabled as there was not a second)**
M/S: Hall/ AYES:
- VII. **PUBLIC FORUM:** None
- VIII. **BUSINESS ITEMS:**
 - a. **Sales Tax Presentation by HdL Companies**
HdL representative Bobby Young gave a presentation regarding Measure F- Transaction and Use Taxes

Councilmember Sullivan Daniel questions if the committee will be provided a list of expenditures? Finance Director Lai explains that once the fiscal year closes, a list of expenditures will be provided to the committee.

Chair Osborn sought clarification on the difference between Use and Sales Tax?
Mr. Young re-explains the differences between Use and Sales Tax.

Councilmember Hall questions if the Amazon building in Milpitas is a fulfillment center.
Mr. Young confirms that Amazon is a distribution center and the City will not benefit from the sales tax

Motion: no motion was needed

M/S:

AYES:

IX. **STAFF and/or LIAISON REPORTS:**

a. Resignation of Nicholas Dold

X. **ADJOURNMENT:** Chair Osborn adjourned the meeting at 6:32 p.m.

DRAFT



CITY OF MILPITAS MEASURE F OVERSIGHT COMMITTEE AGENDA REPORT (AR)

Item Title:	Review the FY2020-2021 Revenues and Confirm that the Services Recommended to be Maintained with Measure F Funding are an Allowable Expenditure Consistent with Measure F
Meeting Date:	12/16/2021
Staff Contact:	Lauren Lai, 408-586-3111
Recommendation:	Review the FY2020-21 revenues and confirm that the services recommended to be maintained with Measure F funding are an allowable expenditure consistent with Measure F

Background:

In response to the financial impact on the City's finances caused by the Pandemic, on August 4, 2020, the City Council placed Measure F, a ¼ cent sales tax measure, on the November 3, 2020 ballot for voter consideration in order to provide funding to maintain important City services with a sunset of the tax in eight years and requiring independent audits and a citizens' oversight committee.

On October 6, 2020, the City Council established the Measure F Oversight Committee (Committee) pending approval of the ballot measure, consistent with the City Council approved Standardized City of Milpitas Commission By-Laws and approved the roles and responsibilities of the Committee as outlined in the addendum to the standardized by-laws specific to the Measure F Oversight Committee ([Addendum to Bylaws](#)). Per the addendum, the Committee will advise the Council on an annual basis on the following items:

- Annually, as part of the development of the budget, review the projected revenues and recommended expenditures for the funds generated by Measure F
- Annually, after the end of the Fiscal Year review status of programs and services, funded wholly or partially with proceeds from Measure F
- Receive annual presentations from the City's sales and use tax consultant and the City's independent financial auditor.

On November 3, 2020, 60.4% of Milpitas' voters approved Measure F, which the City Council certified on December 10, 2020. The City of Milpitas Public Services Measure provides funding to maintain the City's finances and services, including: police and fire protection, 9-1-1 emergency response, and natural disaster preparation; youth, senior, and recreation services; repairing park equipment and maintaining parks and recreation centers; and attracting and retaining local businesses.

On December 15, the City Council adopted various resolutions as required by the California Department of Taxes and Fee Administration to ensure that the local sales tax is levied on allowable purchases effective April 1, 2021.

On March 16, 2021, the City Council appointed the members Measure F Oversight Committee with seven members and two alternate members serving on the Committee for one 3-year term set to expire in March 2024.

Analysis:

Measure F is a general tax and used within the General Fund to offset loss in revenue and maintain the City's finances and services.

Measure F sales tax revenue was effective April 1, 2021 and collections for the first quarter of fiscal year 2020-21 was \$1.3 million compared to the estimated \$1.2 million.

The Measure F revenues in the amount of \$1.3 million is equivalent to 1.3% of the \$98.1 million General Fund revenues (excluding transfers-in) for Fiscal Year 2020-2021. Much of the services retained in the FY2021-22 budget are similar to those maintained in FY2020-21 because Measure F was effective April 1, 2020 which was during the budget development when service cuts were contemplated for FY2021-22. With this additional tax revenue, the City was able to maintain the services as summarized in the table below:

Description of Services Maintained with Measure F Funds	FY 2020-21 Budgeted Cost
Respond to 911 calls within established parameters, resolve crime, dedicate staff to traffic safety and practice community-oriented policing	335,958
Fire stations to ensure 24/7 coverage across the City	314,961
Services for aquatic, senior and youth services	83,990
Services for parks, tree and facility maintenance	188,977
Internal functions to effectively support other City Departments	188,977
Support local business in their economic recovery, retain existing business and attract new businesses	31,496
Neighborhood Preservation and code enforcement	31,496
Long-range planning and special projects	83,990
Additional library hours which keep the Library open on weekday evenings and weekends	40,156
Total Services Funding	1,300,000

Recommendation:

Review and confirm that the services recommended to be maintained with Measure F funding are an allowable expenditure consistent with Measure F.

Attachment: none