



Date: April 24, 2021
To: Measure X Citizens' Oversight Committee
From: Michael Chandler, Deputy City Manager
David Glasser, Finance Director
Subject: Measure X – Citizens' Oversight Committee Annual Report

Recommendation

Receive update, hold discussion, provide input to staff, and accept the Measure X Citizens' Oversight Committee Annual Report and forward to the next available City Council meeting.

Background

On November 6, 2018, almost seventy-three percent (73%) of Martinez voters approved Measure X to increase the transaction and use sales tax by an additional one-half (0.50%) percent for 15 years to fund general City services consistent with community priorities.

As part of the Measure X ballot initiative, the City Council approved a "Community-Identified Spending Priorities Plan" on July 23, 2018. The spending priorities were based on the results of an independent survey that indicated support for a local general sales tax measure to address quality of life and essential services. Within the core areas of Public Safety, City Infrastructure, and Parks, Open Space and Recreation, these key priorities were identified:

- maintaining 911 response times
- recruiting and retaining experienced police officers
- preventing and investigating violent crimes
- addressing homelessness
- providing resources for school safety
- maintaining storm drains and pollution prevention
- maintaining parks and open space
- maintaining Martinez's Senior Center and programs
- maintaining youth and recreation programs

On February 20, 2019, the Measure X Oversight Committee Bylaws were adopted by the City Council via Resolution No. 18-19. The Oversight Committee's role is limited to the following specific duties, as detailed in Section 3.1 of the Bylaws:

- a) *Review semi-annual revenue and expenditure reports produced by the City and other relevant reports and information regarding the Transactions and Use Tax; and*
- b) *Provide to the City Council an annual report on whether revenues were expended efficiently and effectively and recommendations, if any, of ways to ensure that future revenues are expended efficiently and effectively.*

Additionally, Section 3.1 of the Bylaws also specifies the following areas in which the Committee will not have purview:

- c) *In order to preserve the integrity and independence of the oversight process, Committee members shall not play a role in contracting or project management for projects funded through revenue from Measure X.*
- d) *The Committee is not charged with decision-making on spending priorities, schedules, project details, or financing plans.*

The Bylaws further specify the Oversight Committee is to be comprised of no more than seven (7) members, one of which is the City Treasurer, with six (6) at-large members, three of which will serve three (3) year terms, and three of which will serve four (4) year terms. At the initial Measure X Oversight Committee meeting held on September 25, 2019, the following term lengths were identified:

4-year terms: Cindy Mosser, Susan Gustofson, and James Fleisher

3-year terms: Paul Borenstein, Dennis Horack, and Marshall Cochrane

Additionally, Paul Borenstein was elected as Vice Chair for a period of one year.

Discussion

Fiscal Review Process

Each fiscal year, the City is required to have a financial audit conducted by an independent certified public accountancy firm. The CPA firm of Maze and Associates is the City's independent external auditor. The City's Fiscal Year 2019-20 audit was completed in January 2021 in conformity with generally accepted accounting principles (GAAP). The auditors' opinion was that the financial statements fairly represent the financial position of the City as of June 30, 2020. On February 24, 2021, the audit was received and accepted by the City Council.

Previous Oversight Committee Meeting

At its February 20, 2020 meeting, the Oversight Committee held a robust discussion regarding the spending priorities and how they should present information within the annual report (starting with Fiscal Year 2018-19) to demonstrate that the funds were spent “efficiently and effectively” consistent with community priorities as stated in the Bylaws. The Oversight Committee acknowledged the challenges of making a somewhat subjective determination of what constitutes “efficiently and effectively” and wanted staff to focus on more quantifiable measures.

A consensus reached among the Committee was to compare “baseline” expenses and staffing levels within given community priority categories (Public Safety, City Infrastructure, Parks and Open Space, and Recreation and Senior Center) from Fiscal Year 2017-18, as the most recent audited year which did not receive any revenue from Measure X, with subsequent budgets that did receive Measure X revenue, starting with Fiscal Year 2018-19 (which began receiving Measure X proceeds during the 4th quarter). The Oversight Committee felt these comparisons would help illustrate how the additional funds received from the measure contributed to support of the community priorities. The Oversight Committee also discussed the need for awareness of the 15-year sunset clause of the Measure.

Due to some COVID-related delays, the Oversight Committee’s report was not forwarded to the City Council until July 1, 2020, at which time it was received and filed.

Financial and Staffing Summaries

Consistent with the methodology created by the Oversight Committee in 2020, the chart below compares the audited expenditures from “baseline” Fiscal 2017-18 to Fiscal Year 2019-20 within core areas of the City’s operations closely aligned with the Measure X Community Identified Spending Priorities:

Core Areas	Priority Operating Categories	FY 2017-18 pre-Measure X	FY 2019-20 post Measure X	Change
Public Safety	Patrol	\$7,024,489	\$8,309,349	\$1,284,860
Public Safety	Investigative Services	\$1,399,821	\$1,469,176	\$69,355
Public Safety	Administration & Emergency Services	\$1,271,815	\$1,751,337	\$479,522
Public Safety	Support Services	\$1,153,678	\$1,830,061	\$676,383
Infrastructure	Maintenance & Public Facilities	\$933,507	\$1,072,302	\$138,795
Parks and Open Space	Parks and Grounds & Open Space	\$1,656,104	\$2,098,210	\$442,106
Recreation	Recreation	\$877,629	\$898,954	\$21,325
Recreation	Senior Center	\$427,263	\$441,130	\$13,867
Totals		\$14,744,306	\$17,870,519	\$3,126,213

The table below shows audited Measure X revenue received in FY 2018-19 and FY 2019-20, and unaudited Measure X revenue received in FY 2020-21 to date:

Fiscal Year	FY 2018-19 post Measure X*	FY 2019-20 post Measure X	FY 2020-21 post Measure X**
Revenue	\$827,121	\$3,941,196	\$2,454,718

*Note: only one quarter of Measure X revenue was received in FY 2018-19

**Note: unaudited payments to date, made in arrears

The table below shows staffing levels within given community priority categories (Public Safety, City Infrastructure, and Parks, Open Space, and Recreation) from December 31, 2017 (pre-Measure X) to December 31, 2020 (post-Measure X):

Community Priority Category	December 31, 2017 Pre-Measure X Staffing Vacancies	December 31, 2019 Post Measure X Staffing Vacancies	December 31, 2020 Post Measure X Staffing Vacancies
Public Safety - Officers	5	2	3*
Public Safety – Dispatchers	5	2	3
Parks and Open Space Maintenance	1	0	0
Recreation	0	0	0
Senior Center	0	0	0

*included two positions frozen during this time due to COVID-19 related cutbacks

Outcomes

The Committee expressed an interest in being able to show improved outcomes related to quality-of-life initiatives whenever possible. The following list represents some examples of how the City has been able to support the Community Identified Spending Priorities through budget and operational adjustments implemented in Fiscal Year 2019-20 and within the current Fiscal Year 2020-21 Budget, despite the challenges of navigating the COVID-19 pandemic:

Public Safety:

- Expanded ability to recruit and retain experienced police officers through contractual adjustments with the Martinez Police Officers' Association and Sworn Management personnel (including most recently in January 2021).
 - Since the passage of Measure X, the Police Department has added five (5) officers.
 - Retirements have created additional vacancies (as to be expected), but for the first time in many years, the Police Department has had several lateral police officers from other agencies apply for positions.

- Recent recruitments had so many applicants that interviews had to be scheduled over two days; the Department's ability to recruit is significantly ahead of where it was prior to Measure X.
- Continued ability to recruit will be of paramount importance in next 18 months as 4 to 6 retirements are anticipated.
- Reinstated and maintained through the COVID-19 Pandemic the Community Resource Officer program – which assigned a full-time officer dedicated to working with the Coordinated Outreach Referral and Engagement (CORE) Team on homelessness – and funding for CORE services. The former assigned officer was promoted in FY 2019-20 and a new officer was assigned these duties.
- Promoted three tenured and experienced employees to sergeant. These officers are committed to serving the Martinez community and their retention is a testament to the support of the Martinez community through Measure X.
- Added several collateral duties for which the Police Department did not have the capacity to accommodate before Measure X, including a Drone Team, Social Media Team, and a Patrol Training Team that focuses on regular training of de-escalation methods through Scenario Based Training. The concept for the training team is to put officers in real-life type scenarios to learn how to de-escalate rather than use force. These training regimens require motivated personnel, and the Department has been able to recruit officers to develop and implement this training. The Department's capacity has increased with the addition of more employees to share in many different aspects of policing.
- Provided regular patrols for outdoor dining during the pandemic.
- Assigned an officer to the Drug Enforcement Agency (DEA) Task Force to focus on large-scale drug investigations impacting this region.
- Implemented an emergency schedule during the early stages of the pandemic and was still able to maintain services.
- Continued trend of improved staffing within the Police Dispatch Center compared to pre-Measure X for support services on 911 calls.

Parks and Open Space:

- Implemented labor contract with Local 324 (through June 30, 2022) with annual salary adjustments to help with recruitment and retention of qualified maintenance personnel tasked with protecting and maintaining City infrastructure, including City parks.
 - Full staffing achieved in Parks Division of Public Works Maintenance with new Parks Caretaker position dedicated to maintenance at Waterfront Park if FY 2018-19
- Expanded workforce capacity will enable greater attention to beautification and maintenance of City parks and open space areas.
 - Additional contract tree services planned for City parks and open space areas as necessary
- Allocated additional funding of \$70,000 in current FY 2020-21 for Open Space weed abatement maintenance and lake treatment expenses resulting from a combination of decreased rain and higher temperatures. As a result of these conditions, Contra Costa Fire has added additional fuel fire reduction requirements.

Senior Center:

- Continued to offer the Senior Nutrition Program (“CC Café” and Meals on Wheels) uninterrupted to participants throughout the pandemic. City staff coordinated curbside pickup and at-home deliveries utilizing a combination of Senior Center and Recreation staff, providing almost 30 seniors with weekly 7-day meal packs totaling approximately 200 meals per week. Meals on Wheels reached its capacity with 58 participants receiving the equivalent of 406 meals per week.
- Offered 27 curbside events to keep the Martinez senior community engaged and help with the isolation that so many are experiencing. A total of 973 participants utilized the Senior Center’s curbside special events.
- Provided a curbside puzzle/book exchange every Wednesday located in the Senior Center parking lot. A total of 43 book and puzzle events have been offered with 1,046 participants utilizing the service.
- Partnered with Loaves and Fishes to provide five special holiday meals (Thanksgiving, Christmas, Valentine’s Day, St. Patrick’s Day, Spring/Easter) to 307 senior participants. Furthermore, a weekend meal option was implemented on

Saturday and Sundays for seniors to pick up a hot nutritious meal from the safety of their cars in the Senior Center parking lot. A total of 21 weekend meals have been offered with 624 participants utilizing the service.

- Coordinated AARP Tax-Aide which provides free tax preparation to the public with special attention to participants fifty plus and adults with disabilities was provided with modifications due to the Pandemic, a total of 108 participants were able to utilize this free service which is valued at \$146 per participant.
- Created an online [Martinez Senior Resource Community Center](#) to provide essential information of value to the Martinez senior community.

Recreation:

- Aquatics
 - Froze new hire positions in 2020 due to delay and closure of traditional programs (Lap Swim, Recreational Swim, Swim Lessons, Water Fitness), as well as inability to host a Lifeguard Certification Class.
 - Worked with the California Park and Recreation Society's Aquatics Section COVID Task Force to assist full-time and returning part-time/seasonal staff with designing reopening and modified aquatics programming guidelines. Despite the challenges of COVID-19, modified Adult Lap Swim, Swim Team and Water Fitness were opened on June 22, 2020 and extended through October 31, 2020.
 - Designed new preregistration process for Lap Swim and Water Fitness reflecting limitations to number of people in the facility, modifications to the Martinez Swim Team facility use, and extra staffing requirements, including an additional staff member required for each shift to serve as a "COVID Monitor" and ensure social distancing, mask wearing, and disinfecting of high-touch surfaces during operations.
 - Sold out registrations for Adult Lap Swim and Water Fitness and met weekly capacity. Modified programming will continue into the 2021 season.
- Field Rentals/Youth Sports
 - Suspended all youth and adult sport field rentals for the Spring Season from March-June 2020 due to Health Order restrictions.

- Opened fields for use on July 2, 2020 for all approved field users following development of COVID protocols for youth sports organizations. Uses were limited to controlled “pod” model for youth groups and coaches, and only practices were allowed.
- Booked all ballfields and soccer fields for daily rentals.
- Users continue to follow County and State restrictions. Tournament play had been suspended through 2020, but the first modified tournament to be hosted during COVID was scheduled for April 24-25.
- Youth Camps
 - Modified programming to meet COVID-19 health requirements involving stable cohorts of 14 participants and two adults. Staff reimaged traditional programming from running a Day Camp at one central park to three around the City to allow for maximum capacity of the stable pods.
 - Hosted stable pods at Rankin Park, Nancy Boyd and the Kiwanis Youth Center. Each site had two staff and 14 participants. Programming reached capacity for each week and the same model was used for Fall 2020 and Spring 2021 Day Camps.
 - Planned summer 2020 camps with increased capacity of 20 youth participants at each site. This year’s sites will include Rankin Park, Nancy Boyd and the newly remodeled Golden Hills Park.
- Special Events
 - Suspended all in-person special events due to restrictions on group gatherings.
 - Modified events to engage the community through alternative methods, including curbside pick-ups of seasonal craft kits for Halloween, Fall, Winter, and Spring.
 - Offered alternative events including downtown scavenger hunts with prizes, a Virtual Turkey Trot 5k, personal visits to 100 homes to hide candy filled eggs for an Egg Hunt, and a new Recreation Instagram account (@mtzrecreation) to host live craft Fridays.

- Shared information to Martinez families through a [Virtual Family Recreation and Resource Center](#) to host COVID-friendly activities and resources.
- Prop. 68 Round Four Competitive Grant Development
 - Utilized \$75,000 in funding from FY 2019-20 for Fishing Pier engineering assessment.
 - Embarked on extensive community outreach campaign from October 2020 to March 2021 involving six community workshops.
 - Developed and submitted a \$6,309,951 grant application for the Martinez Fishing Pier and Ferry Point Improvements Project.

Next Steps

Accept and move the report to the next available City Council meeting.