

**REGULAR MEETING**

**MONDAY, NOVEMBER 16, 4:00 P.M.  
VIA ZOOM TELECONFERENCE**

**CITY OF FAIRFIELD  
MEASURE P OVERSIGHT COMMITTEE**

**PURSUANT TO GOVERNOR NEWSOM’S EXECUTIVE ORDER N-29-20, MEMBERS AND STAFF WILL PARTICIPATE IN THIS MEETING VIA TELECONFERENCE. MEMBERS OF THE PUBLIC MAY ATTEND THE MEETING ON ZOOM.**

**Join Zoom Meeting**

**<https://fairfieldca.zoom.us/j/98019749128?pwd=cU5kUzM2UWhNSzg1d3VVdEpHZHVldz09>**

**Meeting ID: 980 1974 9128**

**Passcode: EaH2?JY3**

**Phone: +1 408 638 0968 US (San Jose)**

**Passcode: 08501445**

**AGENDA**

**CALL TO ORDER**

4:00 p.m.

**ROLL CALL**

Chair Chris Matthews  
Vice-Chair Stephen Vancil  
Member Tim Tomko  
Member Eddie Ramirez  
Member Tehraleigh Martin

**MEMBER REPORTS**

**CITY MANAGER REPORT**

**PROCESS FOR PUBLIC COMMENTS**

Speakers may address items on this agenda at the time each item is considered. Under PUBLIC COMMENTS, the public may speak on items not on the agenda but within the jurisdiction of the Measure P Oversight Committee, provided that NO action may be taken on off-agenda items except as authorized by law. Off-agenda items from the public will be taken under consideration without discussion by the Board and may be referred to staff. Comments will be accepted by email at [aalexander@fairfield.ca.gov](mailto:aalexander@fairfield.ca.gov) before and during the meeting. Identify your name, the item you wish to comment on, and the date of the meeting. All comments received prior to the start of an item will be read aloud for up to four minutes.

**PUBLIC COMMENTS**

**CONSENT CALENDAR**

All matters listed on the Consent Calendar are to be approved with one motion unless a member of the Committee or the public requests that separate action be taken on a specific item.

November 16, 2020 Measure P Oversight Committee Agenda

1. Approve Minutes from August 17, 2020 Meeting

**CONTINUED BUSINESS**

1. Discussion of Continuing Annual Reports

**NEW BUSINESS**

2. Measure P 2<sup>nd</sup> Quarter Report (Emily Combs, Director of Finance)
3. Establish Meetings for 2021 Calendar Year
  - a. February 15, 2021
  - b. May 17, 2021
  - c. August 16, 2021
  - d. November 15, 2021


**ADJOURN TO MONDAY, FEBRUARY 15, 2021, 4:00 P.M., LOCATION TBD.**

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Fairfield to all or a majority of the Measure P Oversight Committee less than 72 hours prior to that meeting are available for public inspection at City Hall, in the 4<sup>th</sup> floor lobby, 1000 Webster Street, Fairfield, California during normal business hours.

The City of Fairfield offers its public programs, services and meetings in a manner that is reasonably accessible to everyone, including individuals with disabilities. City publications will be made available upon request in the appropriate format to persons with a disability. If you need an accommodation to attend or participate in this meeting due to a disability, please contact Amber Alexander, Deputy City Clerk, at least 72 hours in advance of the meeting at (707) 428-7402. For individuals with hearing or speaking limitations, dial 711 or (800) 735-2922 (English), (800) 855-3000 (Spanish) and provide the communication assistant with the following City phone number: (707) 399-4010.

**PUBLIC NOTIFICATION**

I, Amber Alexander, Deputy City Clerk, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Measure P Oversight Committee, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 1000 Webster Street, California on Thursday, November 12, 2020.

  
\_\_\_\_\_  
Amber Alexander  
Deputy City Clerk

November 12, 2020  
\_\_\_\_\_  
Date

**REGULAR MEETING**

**MONDAY, AUGUST 17, 4:00 P.M.  
VIA ZOOM TELECONFERENCE**

**CITY OF FAIRFIELD  
MEASURE P OVERSIGHT COMMITTEE**

**MINUTES**

**CALL TO ORDER**

The meeting was called to order by Interim Chair Chris Matthews at 4 p.m. via Zoom teleconference.

**ROLL CALL**

On roll call were Interim Chair Chris Matthews, Members Stephen Vancil, Tim Tomko, Eddie Ramirez, and Tehraleigh Martin. City Manager Stefan Chatwin was unable to attend.

**MEMBER REPORTS**

There were no member reports.

**PUBLIC COMMENTS**

No members from the public attended.

**PRESENTATIONS**

1. Each member gave a brief overview of their backgrounds and shared why they were interested in serving on the Measure P Oversight Committee.

**NEW BUSINESS**

2. Election for New Committee Chair and Vice-Chair

Member Steve Vancil made a motion to appoint Chris Matthews as the permanent Chair of the Committee. Member Tomko seconded the motion. The motion carried unanimously.

Chair Matthews made a motion to appoint Steve Vancil as Vice-Chair of the Committee. Member Tomko seconded the motion. The motion carried unanimously.

3. Budget Manager Bryan Chua presented the Measure P 1<sup>st</sup> Quarter Report

Member Martin asked for clarification on transfers and unidentified group and Bryan said he would forward the information to the members.

4. Discussion of Grand Jury Report

Chair Matthews asked for clarification of Grand Jury report. City Clerk Rees stated that the response was approved by Council on July 21, 2020. The response was sent to Solano County on July 22, 2020 and was accepted.

5. Discussion of Continuing Annual Reports

Vice-Chair Vancil asked how the Measure P Oversight Committee would fit with the new Budget Advisory Committee. It was decided to defer further discussion until City Manager Chatwin can meet with both committees.

**CONSENT CALENDAR**

Approve Minutes from May 18, 2020 Meeting

Member Tomko made a motion to approve the May 18, 2020 minutes. Vice-Chair Vancil seconded the motion. The motion carried unanimously.

**THE MEETING WAS ADJOURNED AT 5:00 P.M. TO MONDAY, NOVEMBER 16, 2020, 4:00 P.M., LOCATION TBD.**

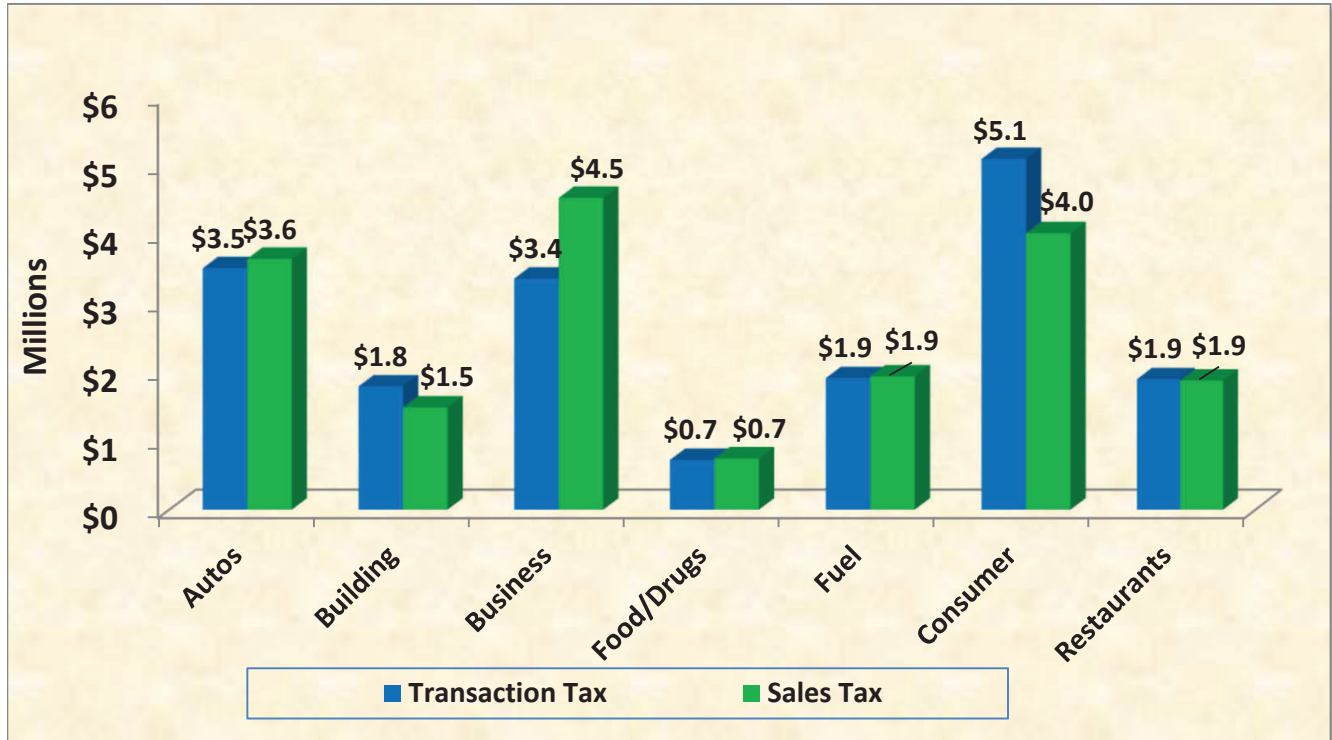
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Secretary

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Chair

**City of Fairfield**  
**Sales and Transaction Tax (Accrual Basis)**  
**FY 2019-2020 - As of June 30, 2020 (Full Fiscal Year)**

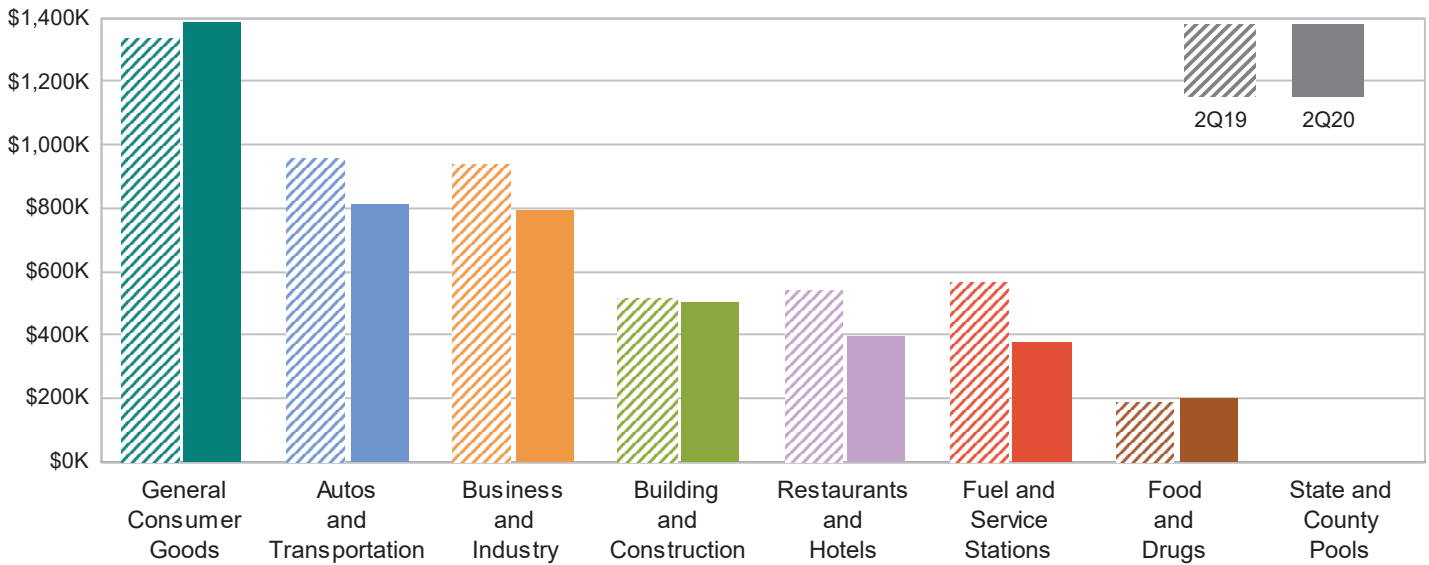


Major Industry Group	Fiscal Year 2019-20		
	Trans Tax (TT)	Sales Tax (ST)	TT / ST
Autos & Transportation	\$3,538,943	\$4,097,326	86%
Building & Construction	1,985,276	1,542,792	129%
Business & Industry	3,371,241	4,978,021	68%
Food & Drugs	782,154	763,695	102%
Fuel & Service Stations	2,020,087	2,001,742	101%
General Consumer Goods	5,997,356	4,033,411	149%
Restaurants & Hotels	1,965,098	1,972,212	100%
Transfer/Unidentified	146,350	4,842	3023%
Local Sales	\$19,806,505	\$19,394,041	102%
County/State Pools	-	4,000,305	
Grand Total	\$19,806,505	\$23,394,346	
SBOE Admin	(102,220)	(224,044)	
Grand Total After Admin	\$19,704,285	\$23,170,302	85%
Adjustments	-	-	
<b>Actual 2019-20 Totals</b>	<b>\$19,704,285</b>	<b>\$23,170,302</b>	
<b>Budget for FY 2019-20</b>	<b>\$19,250,000</b>	<b>\$22,120,000</b>	
<b>Variance from Budget</b>	<b>\$454,285</b>	<b>\$1,050,302</b>	
<b>% Variance from Budget</b>	<b>2.4%</b>	<b>4.7%</b>	
<b>Prior Year (FY 2018-19) Actuals</b>	<b>\$19,602,753</b>	<b>\$23,456,467</b>	
<b>% Variance from Prior Year Actuals</b>	<b>0.5%</b>	<b>-1.2%</b>	

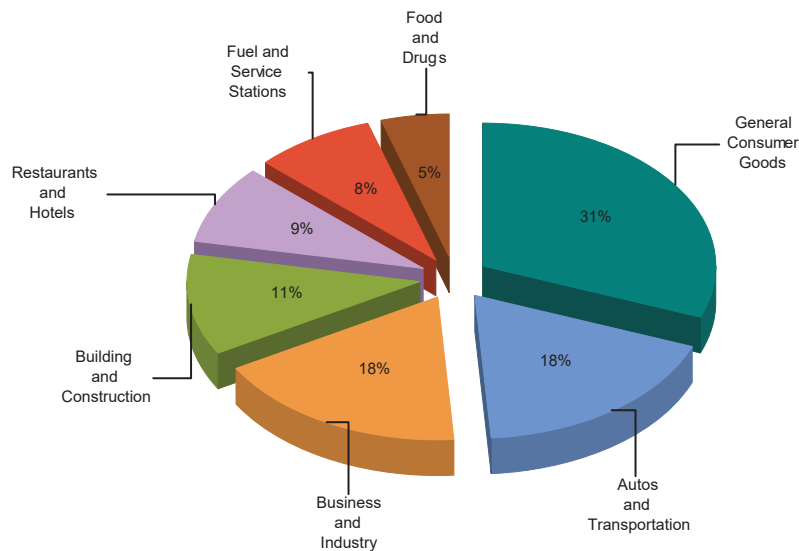
# MEASURE P

Major Industry Group	Count	2Q20	2Q19	\$ Change	% Change
General Consumer Goods	2,618	1,384,843	1,332,957	51,887	3.9%
Autos and Transportation	1,017	813,811	960,182	(146,371)	-15.2%
Business and Industry	4,898	794,994	939,496	(144,502)	-15.4%
Building and Construction	684	505,952	516,981	(11,029)	-2.1%
Restaurants and Hotels	222	401,513	540,716	(139,202)	-25.7%
Fuel and Service Stations	86	379,357	571,043	(191,686)	-33.6%
Food and Drugs	124	207,289	188,902	18,387	9.7%
Transfers & Unidentified	2,069	50,788	32,702	18,086	55.3%
State and County Pools	-	0	0	0	-N/A-
<b>Total</b>	<b>11,718</b>	<b>4,538,548</b>	<b>5,082,978</b>	<b>(544,430)</b>	<b>-10.7%</b>

**2Q19 Compared To 2Q20**

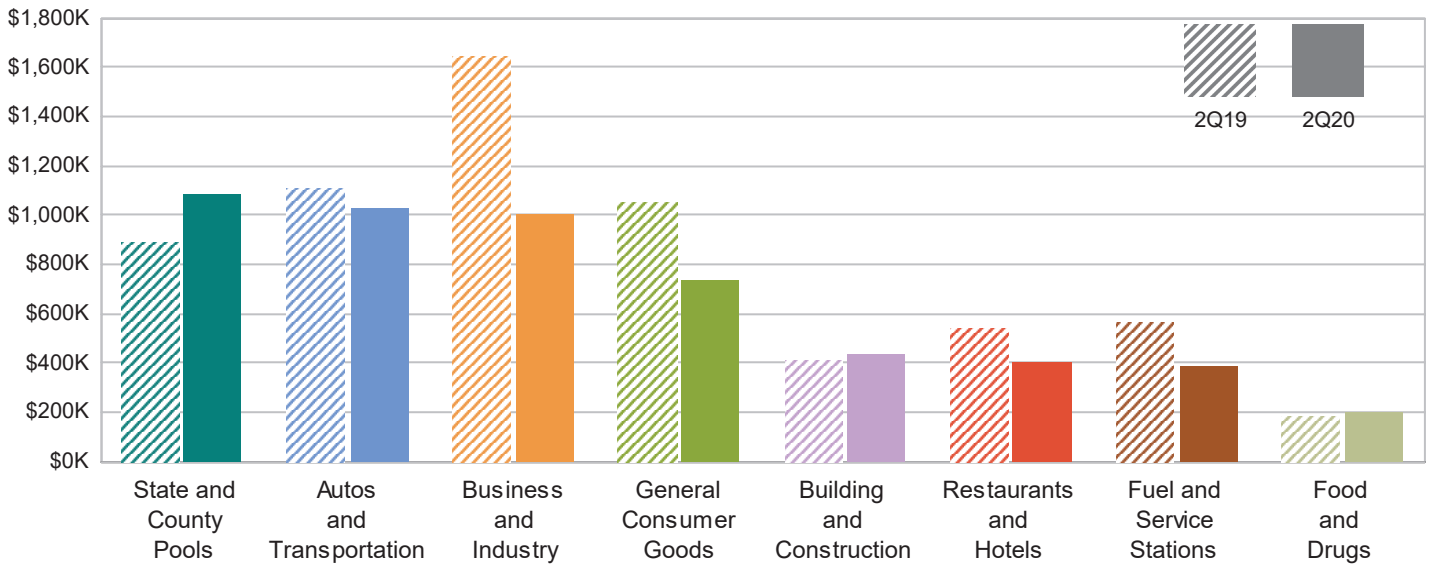


**2Q20 Percent of Total**



Major Industry Group	Count	2Q20	2Q19	\$ Change	% Change
State and County Pools	-	1,090,479	890,466	200,013	22.5%
Autos and Transportation	229	1,029,497	1,110,652	(81,155)	-7.3%
Business and Industry	658	1,009,863	1,645,740	(635,877)	-38.6%
General Consumer Goods	1,229	738,632	1,057,259	(318,628)	-30.1%
Building and Construction	107	438,098	414,138	23,960	5.8%
Restaurants and Hotels	337	409,129	541,972	(132,843)	-24.5%
Fuel and Service Stations	45	391,052	566,414	(175,363)	-31.0%
Food and Drugs	75	204,714	186,981	17,733	9.5%
Transfers & Unidentified	77	602	2,598	(1,996)	-76.8%
<b>Total</b>	<b>2,757</b>	<b>5,312,065</b>	<b>6,416,221</b>	<b>(1,104,155)</b>	<b>-17.2%</b>

**2Q19 Compared To 2Q20**



**2Q20 Percent of Total**

