



SALES TAX CITIZENS' OVERSIGHT COMMITTEE
THURSDAY FEBRUARY 23, 2023
6:30 P.M.

CONSISTENT WITH AB 361, THE SALES TAX CITIZENS' OVERSIGHT COMMITTEE WILL BE HELD AS A TELECONFERENCE/VIRTUAL MEETING. OBSERVERS MAY VIEW THE MEETING LIVESTREAMED VIA THE SALES TAX CITIZENS' OVERSIGHT COMMITTEE WEBSITE AT <https://www.antiochca.gov/stcc/sales-tax-citizens-oversight-committee-meetings/>:

SALES TAX CITIZENS' OVERSIGHT COMMITTEE MEMBERS

Cortney L. Jones, Chairperson
Dr. Kate Mundhenk, Vice Chairperson
Susana Williams
Mika Bell
Kellie Farrish
Vacant
Vacant

Staff Liaison: Dawn Merchant, Finance Director

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND CALIFORNIA LAW, it is the policy of the City of Antioch to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact the ADA Coordinator at the number or address below at least 72 hours prior to the meeting or when you desire to receive services. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City's ADA Coordinator can be reached @ Phone: (925) 779-6950, and e-mail: publicworks@ci.antioch.ca.us.

NOTICE OF AVAILABILITY OF REPORTS

The Sales Tax Citizens' Oversight Committee Agendas, including Staff Reports, are posted onto our City's Website 72 hours before each meeting. To view the agenda information, click on the following link: <https://www.antiochca.gov/government/agendas-and-minutes/sales-tax-citizens-oversight-committee/>.

SALES TAX CITIZENS' OVERSIGHT COMMITTEE SPEAKERS' RULES

IMPORTANT NOTICE REGARDING THIS MEETING: Consistent with AB 361, certain teleconference requirements of the Brown Act have been suspended, including the requirement to provide a physical location for the public to participate in public meetings. The Sales Tax Citizens' Oversight Committee will hold the meeting through the Zoom Webinar platform. Members of the public may view the meeting livestreamed via the Sales Tax Citizens' Oversight Committee Website at: <https://www.antiochca.gov/stcc/sales-tax-citizens-oversight-committee-meetings/>.

Members of the public wishing to provide public comment may do so in the following ways (#2 pertains to the Zoom Webinar platform):

- 1) Prior to 1:00 p.m. the day of the meeting – Written comments may be submitted electronically to the following email address: dmerchant@antiochca.gov. All comments received before 1:00 p.m. the day of the meeting, will be provided to the Committee Members before the meeting. **Please indicate the agenda item and title in your email subject line.**

- 2) To participate as an Attendee and provide oral public comments during the meeting, click on the following link to access the meeting at: <https://www.antiochca.gov/stcc/sales-tax-citizens-oversight-committee-meetings/>. Click on the “Zoom Registration” button to register in advance of the meeting.
 - You will be asked to enter an email address and a name. Your email address will not be disclosed to the public. After registering, you will receive an email with instructions on how to connect to the meeting.

 - When the Chair/Vice Chairperson announces public comments, click the "raise hand" feature in Zoom. For instructions on using the "raise hand" feature in Zoom, visit: https://www.antiochca.gov/raise_hand. Please ensure your Zoom client is updated so staff can enable your microphone when it is your turn to speak.

Speakers will be notified shortly before they are called to speak.

- When called to speak, please limit your comments to the time allotted (up to 3 minutes, at the discretion of the Chair/Vice Chairperson).

After hearing from the public, the agenda item will be closed. Deliberations will then be limited to the Committee Members.

The City cannot guarantee that its network and/or the site will be uninterrupted. To ensure that your public comments are received, you are strongly encouraged to submit your comments in writing by 1:00 p.m. the day of the meeting.

Notice of Opportunity to Address the Sales Tax Citizens' Oversight Committee

This agenda is a summary of the discussion items/actions proposed to be taken by the Sales Tax Citizens' Oversight Committee. The public has the opportunity to address the Committee on each agenda item. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section on the agenda. No one may speak more than once on an agenda item or during "Public Comments". Please see the Speaker Rules on the inside cover of this Agenda.

AGENDA

ROLL CALL - *Committee Members*

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

ITEMS:

1. MINUTES FROM JANUARY 31, 2023 MEETING

Recommended Action: Motion to approve the Minutes.

2. ANNUAL REPORT FROM THE SALES TAX CITIZENS' OVERSIGHT COMMITTEE TO THE ANTIOCH CITY COUNCIL

Recommended Action: Discuss and finalize report to the Antioch City Council.

PUBLIC COMMENTS—*Only unagendized issues will be discussed during this time.*

WRITTEN/ORAL COMMUNICATIONS

MOTION TO ADJOURN: *After Written/Oral Communications, the Chairperson/ Vice Chairperson will make a motion to adjourn the meeting. A second of the motion is required, and then a majority vote is required to adjourn the meeting.*

SALES TAX CITIZENS' OVERSIGHT COMMITTEE

Regular Meeting
6:00 P.M.

January 31, 2023
Meeting Conducted Remotely

CONSISTENT WITH AB 361, THIS MEETING WAS HELD AS A TELECONFERENCE/VIRTUAL MEETING. OBSERVERS VIEWED THE MEETING LIVESTREAMED VIA THE SALES TAX CITIZENS' OVERSIGHT COMMITTEE WEBSITE AT: <https://www.antiochca.gov/stcc/sales-tax-citizens-oversight-committee-meetings/>

Chairperson Jones called the meeting to order at 6:01 P.M. and City Clerk Householder called the roll.

ROLL CALL

Present: Cortney L. Jones, Chairperson
Dr. Kate Mundhenk, Vice Chairperson
Susana Williams, Committee Member
Mika Bell, Committee Member

Absent: Kellie Farrish, Committee Member (arrived at 6:05 P.M.)

Staff: Dawn Merchant, Finance Director/Staff Liaison
Ellie Householder, City Clerk

PLEDGE OF ALLEGIANCE

Chairperson Jones led the Pledge of Allegiance.

PUBLIC COMMENTS - None

ITEMS

1. MINUTES FROM MARCH 7, 2022 MEETING

Committee Member Farrish arrived at 6:05 P.M.

On motion by Committee Member Williams, seconded by Committee Member Mundhenk the Sales Tax Citizens' Oversight Committee members unanimously approved the Minutes of March 7, 2022.

2. MEASURE C AND MEASURE W FINANCIAL INFORMATION FOR FISCAL YEAR ENDED JUNE 30, 2022

Finance Director Merchant presented the staff report dated January 31, 2023, recommending the Sales Tax Citizens' Oversight Committee receive and file the report.

SALES TAX CITIZENS' OVERSIGHT COMMITTEE

Regular Meeting

January 31, 2023

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On motion by Committee Member Bell, seconded by Committee Member Mundhenk the Sales Tax Citizens' Oversight Committee unanimously received and filed the report.

3. ANNUAL REPORT FROM THE SALES TAX CITIZENS' OVERSIGHT COMMITTEE TO THE ANTIOCH CITY COUNCIL

Finance Director Merchant presented the staff report dated January 31, 2023.

Following discussion, the Sales Tax Citizens' Oversight Committee agreed to the following:

- The 2023 Report to Council would include an update of the top 25 contributing businesses, police calls for service/quality of life calls, crime comparisons, sources of Measure W funds and add senior programming
- The report will be provided to staff by March 8, 2023, with the report going to Council at the March 14, 2023, City Council meeting
- The subcommittee will consist of Committee Member Farrish and Chairperson Jones
- The next Sales Tax Citizens' Oversight Committee meeting will be scheduled for February 23, 2023, at 6:30 P.M. and include a review of the draft report

Finance Director Merchant stated if any information was needed from the various departments, the subcommittee could email her for direct contacts for those staff members.

Committee Member Mundhenk requested that meeting materials be sent to her Gmail account.

Committee Member Williams reported she had been unable to access her city email account even after seeking assistance from IS.

Chairperson Jones requested Finance Director Merchant provide her with contact information for Committee Member Farrish so that she could schedule the subcommittee meeting.

PUBLIC COMMENTS – None

ADJOURNMENT

On motion by Committee Member Williams, seconded by Committee Member Bell the Sales Tax Citizens' Oversight Committee unanimously adjourned the meeting at 6:23 P.M.

Respectfully submitted:

Kitty Eiden

KITTY EIDEN, Minutes Clerk



**REPORT TO THE SALES TAX CITIZENS' OVERSIGHT COMMITTEE
FOR THE FEBRUARY 23, 2023 MEETING**

Prepared By: Dawn Merchant, Finance Director

Subject: Annual Report from the Sales Tax Citizens' Oversight Committee to the
Antioch City Council

DISCUSSION

The Committee needs to discuss and finalize the annual report to City Council. Chair Jones will be updating the prior year annual report (a copy of which was provided at the meeting of January 31, 2023) during the meeting based on Committee Member feedback. As a reminder to the Committee, the final presentation will need to be provided to the City by March 8th.