

# Measure X Community Advisory Board Proposed Revisions to Bylaws

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# Agenda

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1. Measure X financial summary
2. Overview of Measure X advisory bodies
  - a. Measure X Community Advisory Board
  - b. Measure X Community Fiscal Oversight Committee
3. Proposed MXCAB Bylaws revisions
4. Board discussion and direction



# Measure X financial summary

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1. On November 3, 2020, voters in Contra Costa County approved Measure X, a Countywide, 20-year, half-cent sales tax.
2. The intent of Measure X is “to keep Contra Costa’s regional hospital open and staffed; fund community health centers; provide timely fire and emergency response; support crucial safety-net services; invest in early childhood services; protect vulnerable populations; and for other essential county services”
3. Collection of the tax began on April 1, 2021
  - a. \$488.5M has been collected through June 2025
  - b. \$631.8M has been allocated through FY25-26 for 62 projects and funding areas
4. All Measure X revenues have been fully budgeted, leaving no remaining balances available to allocate, and the associated revenue growth for the next few years is unlikely to keep up with the increasing costs for existing service levels.



# Measure X Community Advisory Board

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On February 9, 2021, the Board of Supervisors created the MXCAB to:

1. Oversee an annual assessment of community needs, focusing primarily on the priority areas identified in the Needs Assessment
2. Create a detailed priority list of the top ten service gaps (county- and community-provided) based on the results from the Needs Assessment;
3. Use the Needs Assessment to make general funding priority recommendations to the Board of Supervisors; and
4. Provide an Annual Report on the outcomes and impact of allocated funds.



# Establishing Measure X fiscal oversight

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1. On November 8, 2022 the Board of Supervisors requested that staff return with recommendations for the creation of a Measure X oversight body to improve transparency, conduct audits, avoid potential conflicts of interest, and ensure accountability
2. CAO presented on oversight structures for county sales tax measures, including Alameda, Marin, San Mateo, Santa Clara, Sonoma, Los Angeles, and the San Francisco Bay Restoration Authority
3. On May 16, 2023, the Board of Supervisors created the Measure X Community Fiscal Oversight Committee
4. In 2024, the advisory body and external auditor reviewed Measure X financial activity and reporting between 4/1/21 and 6/30/24 and reported a clean audit
5. The Fiscal Oversight Committee also noted that the improved Measure X website was comprehensive, easy to navigate and allows taxpayers and community groups to review and feel comfortable about how the funds are being utilized in conformance with the will of the voters



# Measure X Community Fiscal Oversight Committee

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1. Role and responsibilities
  - a. Advises on and reviews financial audits by external auditor
  - b. Verifies expenditures align with the Measure's intended purposes and Board of Supervisors direction
  - c. Reports annually to the Board and public
2. Membership: 5 Supervisor District appointed seats
3. Meeting Frequency: 3 meetings annually
4. Deliverables: Year-end report, public discussion
5. To avoid even the appearance of conflicts of interest
  - a. Members do not make funding recommendations or direct department activities
  - b. Members and their affiliated organizations are not eligible to apply for or receive Measure X funded projects



# MXCAB's current structure per bylaws

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## 1. Role and responsibilities

- a. Conduct needs assessments every 3 years, or as needed as determined by the Board of Supervisors
- b. Make funding recommendations on any net revenues available for allocation (after cost-of-living adjustments are made for existing allocations)
- c. Receive an annual report on implementation, milestones, impact, and outcomes of Measure X funded programs in a joint session between the Board of Supervisors and MXCAB
- d. Provide an annual self-assessment report on MXCAB effectiveness

## 2. Membership: 27 total

- a. 10 District appointed members + 5 alternates
- b. 7 At-Large members + 5 alternates

## 3. Meeting Frequency: Monthly



# Proposed changes to the MXCAB bylaws

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## 1. Role and responsibilities

- a. Advise on community needs and recommended general funding priorities, in alignment with the Measure X ballot language approved by voters
- b. Receive needs assessment reporting to help inform the MXCAB's deliberations and its recommendations for general funding priorities.
  - i. Restructure needs assessments to 3-year cycles with a more analytical process incorporating departmental studies, plus more direct public engagement through community outreach meetings and online surveys
- c. [Eliminate the annual joint meeting of MXCAB and BOS]
- d. Provide an annual report to the Board of Supervisors on the MXCAB's self-assessment of their effectiveness during the past year, including reporting on the advisory body's activities, accomplishments, work plan, and goals.





# Proposed changes to the MXCAB bylaws (continued)

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## 2. Membership composition and eligibility

- a. Reduce the number of alternate member seats from 10 to 5 by eliminating the 5 At-Large Alternate seats, thus reducing the MXCAB from 27 total members to 22
- b. Strengthen language to avoid even the appearance of conflicts of interest and promote transparency and accountability by requiring members to file Form 700 Statements of Economic Interests
- c. Make district seats coterminous with the appointing supervisor
- d. Highlight mandatory trainings and require completion within 90 days of appointment

## 3. Meetings and administration: deleting language no longer applicable for appointments, setting quarterly meetings, clarifying quorum, aligning policies to the Advisory Body Handbook, providing language interpretation upon request, and adding a sunset provision

# CAO recommendations for future allocation processes

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1. Measure X Allocations Schedule: Accumulate surpluses to aggregate into a meaningful pool (e.g. \$5M or more) for allocation by the Board of Supervisors on the needs assessment year of the 3-year cycle
2. Two-step Measure X allocation process: For emergent needs off-cycle, require that proposed new allocations from Measure X funds be noticed through a Board of Supervisors consent item, followed by a discussion item at the subsequent BOS meeting
3. Measure X Needs Assessment: Restructure needs assessments to inform Measure X allocations on 3-year cycles with a more analytical process, incorporating departmental studies, plus more direct public engagement through community outreach meetings and online surveys. \$250k one-time has been allocated to support future needs assessments and evaluate the performance and outcomes of Measure X projects.



## CAO recommendations

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1. CONSIDER adoption of the proposed changes to the Measure X Community Advisory Board Bylaws
2. PROVIDE DIRECTION on future Measure X related needs assessments and unallocated balances