



## Measure C Oversight Committee Meeting Minutes

4:00 PM – May 23, 2017

### 1. OPENING

The Measure C Citizen Oversight Committee meeting was called to order by Vice Chair Molly Knappen at 4:09 p.m. in the Council Chamber located at 5555 Skyway, Paradise, CA, who led the pledge of allegiance to the Flag of the United States of America.

**COMMITTEE MEMBERS PRESENT:** Linda Dye (Alternate), Nicki Jones, Sharon Simonton and Vice Chair Molly Knappen. Kirk Trostle arrived at 4:45 p.m.

**COMMITTEE MEMBERS ABSENT:** Chris Buzzard, Dean Fender, Dan Hansen, George Morris, Jr. and Jim Ratekin.

**ALTERNATE PRESENT:** Linda Dye

### 2. ITEMS

2c. Continued discussion of FY 2017/2018 budget including details on the budget process with department directors.

Department Directors from the Fire Department, Animal Control, Police Department and Public Works presented an update on the accomplishments provided by Measure C for the 2015/16 and 2016/17 fiscal years and the unmet needs/long term goals that still exist.

Fire Chief Hawks presented the Fire Department accomplishments and goals.

#### **Fire Department 2015/16 and 2016/17 Measure C Accomplishments:**

- Maintain Staffing levels through CAL FIRE personnel contract
- Financed 2 Pierce Type 1 Fire Engines
- SCBA's (Breathing apparatus)
- Exhaust extraction system
- Apparatus equipment (blower, multi-gas monitor, tool bracket)
- Station 81 storage wall and station 82 safety door

#### **Fire Department 2017/18 needs and Long Term Goals:**

- Maintain staffing levels through CAL FIRE personnel contract
- Financing for 2 Pierce Type 1 Fire Engines
- Minor Equipment, communications and air fill station
- Station 81 & 82 Repairs and minor remodel
- Station 82 Planning—asbestos removal and planning Apparatus replacement
- Future Response Coverage Improvements

Police Chief Gabriella Tazarri-Dineen presented the Animal Control and Police Department accomplishments and goals.

**Animal Control 2015/16 and 2016/17 Measure C Accomplishments:**

- Increased hours for Animal Control (AC) Officer
- Basic academy for AC Officer
- 832 PC for AC Officer (Training)
- Assertive Supervision Course for AC Supervisor
- Chameleon Training
- Pressure washer/sanitation unit
- Kennel raised beds for dogs and cats
- Metal dog bowls, brushes, squeegees, etc.
- Protective cover for washing machines
- Air conditioner replacement
- Online dog licensing program
- Cat Isolation Units

**Animal Control 2017/18 needs and Long Term Goals:**

- Increased hours for AC Officer
- 2<sup>nd</sup> AC Officer in Lieu of part-time shelter assistant and rabies vaccine
- Drum dolly
- Cooler site preparation (electrical work, concrete pad)
- Chameleon web licensing
- Basic Academy and 832 training for new AC Officer
- Desktop replacement
- Concrete repair epoxy (extended from 2016/17)

**Animal Control Remaining Unmet Needs:**

- Funding for AC officers and Training
- AC Truck & Deer lift gate
- Additional Cat isolation units
- Community outreach (licensing flyers, poster, mailers)
- Rendering cooler lease and equipment
- Commercial washer, dryer and dishwasher
- Infrastructure (replace kennel fans, extend cover of shelter building, build additional play area, storage unit, HVAC system, upgrade current building)

**Police Department 2015/16 and 2016/17 Measure C Accomplishments:**

- Restored 2<sup>nd</sup> Detective Position
- Sponsored 5 Academy Recruits
- Purchased 6 Police Explorers
- Purchased 25 VieVu body and vehicle cameras
- LiveScan Machine
- Portable patrol cameras

- K-9 monthly maintenance training, food, veterinarian and equipment
- Officer and dispatcher training enhanced
- Lieutenant training and transition
- Police Department Building Siding
- Generator
- Men's locker room floor

**Police Department 2017/18 needs and Long Term Goals:**

- Maintain 2<sup>nd</sup> detective
- Sponsor academy recruits
- 9 more Police Explorers
- K-9 Program Maintenance
- Department roof and windows
- Work with Town Management to determine and fund appropriate staffing levels
- Maintain appropriate vehicle replacement
- Replace vehicle spotlights
- Purchase additional patrol rifles (2 per year)
- Replace mobile data computers (MDCs)
- Tasers, handheld and car radios, bio evidence refrigerator
- Maintain appropriate training
- Holding cell epoxy seal paint
- Replace floor in women's locker room and downstairs restrooms

Chair Kirk Trostle arrived at 4:45 p.m. (quorum was attained) allowing the action items to be approved by the committee.

Town Engineer/Public Works Director presented the Public Works/Streets accomplishments and goals.

**Public Works/Streets 2015/16 and 2016/17 Measure C Accomplishments:**

- Skyway Flashing Beacons at Black Olive, Center Street and Lucky John Road
- Measure C Pearson Road Improvements
- Measure C 2016 Road Rehabilitation Projects: Clark Rd, Pentz Rd, Pearson Rd, Wagstaff Rd and Elliot Rd.
  - Total Public Works Expenditures to date = \$725,000
  - Leveraged Funds = \$1,800,000

**Public Works/Streets 2017/18 Committed Projects and Long Term Goals:**

- Maxwell Drive Safe Routes to School 17/18
- Measure C Bille Road Overlay 17/18
- Ponderosa Elementary Safe Routes to School 18/19
- Almond Street Multi-Modal Improvements 19/20
  - Total Public Works Budgeted = \$960,000
  - Leveraged Funds = \$5,100,000
- Complete Pavement Management Program Update

- Analyze 100 miles of pavement (every 1,000 feet)
- Identify Pavement Condition Index
- Formulate funding plan and decision-tree
- Continue to seek leveraging grant opportunities
- Dedicate increased gas tax funding to annual road projects (which can be leveraged by Measure C or other funds)
- Additional garage/storage bay with lift for automotive repairs for Police Department, Fire Department and Public Works

2a. **MOTION by Simonton, seconded by Trostle**, approved Minutes of the April 25, 2017 Regular Measure C Oversight Committee meeting. Ayes of Dye, Jones, Simonton and Chair Trostle, Abstention of Vice Chair Knappen. Buzzard, Fender, Hansen, Morris and Ratekin absent and not voting.

**MOTION by Dye, seconded by Jones**, approved that in compliance with Ordinance No. 545, the Committee hereby agrees with the following recommendations regarding how the proceeds from Measure “C” shall be used to provide for local public services as proposed by the Town Departments and in alignment with Town Council Priorities. Roll call vote was unanimous with Buzzard, Fender, Hansen, Morris and Ratekin absent and not voting. (Recommendation below)

<b>Revenue</b>		<b>\$1,264,000</b>
<b>2<sup>nd</sup> Police Investigator</b>	<b>\$157,714</b>	
<b>Police Cadet (2)</b>	<b>46,000</b>	
<b>3 Police Cars</b>	<b>100,000</b>	
<b>Replace Roof</b>	<b>75,000</b>	
<b>Police Body Camera Payments</b>	<b>5,917</b>	
<b>K9 Program</b>	<b>13,500</b>	
<b>Enhanced Police Training</b>	<b>15,000</b>	
<b>Maintain CAL FIRE Contract</b>	<b>250,000</b>	
<b>Fire Engine 81 &amp; 82</b>	<b>167,435</b>	
<b>Support for 2 Animal Control Officers</b>	<b>70,200</b>	
<b>AC Operations Support (Rendering, Safety, Web Licensing, Training &amp; Computer)</b>	<b>22,417</b>	
<b>Maxwell Drive SR2S</b>	<b>80,000</b>	
<b>Bille Overlay (Fern to Oliver)</b>	<b>120,000</b>	
<b>10% Contingency Reserve</b>	<b>188,000</b>	<b>(1,311,183)</b>
<b>Net Total</b>		<b>(\$38,260)</b>

The Committee was presented with a proposed meeting calendar for the 2017/18 fiscal year.

**3. PUBLIC COMMENT** - None

**4. ADJOURNMENT**

Vice Chair Knappen adjourned the meeting at 5:18 p.m.

Date approved: July 25, 2017

By: \_\_\_\_\_/s/\_\_\_\_\_  
Molly Knappen, Vice Chair

Attest: \_\_\_\_\_/s/\_\_\_\_\_  
Dina Volenski, CMC, Town Clerk