



**Measure V Oversight Committee
Meeting Agenda
4:00 PM - May 24, 2022
5555 Skyway, Paradise, CA 95969**

Measure V Committee Members

Ronald Baker
Lee Brown
Chris Buzzard
Linda Dye
Patricia Elkerton

George Morris, Jr.
Chris Rehmann
Dee Riley
Sharon Simonton

Alternates

Gail Larsen
Ronald Lassonde

The Citizen Oversight Committee holds its meetings in the Town Council Chambers at Town Hall, located at 5555 Skyway, Paradise, California, 95969. In accordance with the Americans with Disabilities Act, if you need a special accommodation to participate, please contact the Town Clerk's Department at 872-6291 Extension 102 at least 48 hours in advance of the meeting. Hearing assistance devices for the hearing impaired are available from the Town Clerk. Members of the public may address the Citizen Oversight Committee on any agenda item. If you wish to address the Committee on any matter on the agenda, it is requested that you complete a request card and give it to the Committee Secretary prior to the beginning of the Oversight Board Meeting. All writings or documents which are related to any item on an open session agenda and which are distributed to a majority of the Oversight Committee will be available for public inspection at the Town Hall in the Town Clerk Department at 5555 Skyway, at the same time the subject writing or document is distributed to a majority of the subject body. Regular business hours are Monday through Thursday from 8:00 a.m. to 5:00 p.m.

1. OPENING

- 1a. Call to Order
- 1b. Pledge of Allegiance to the Flag of the United States of America
- 1c. Roll Call

2. ITEMS

- 2a. Approve minutes of the April 26, 2022 Measure V Citizen Oversight Committee regular meeting (ROLL CALL VOTE)
- 2b. 1. After the presentation, consider review and discussion of the draft Fiscal Year 2022-23 Measure V Budget; and, 2. Provide staff with any recommendations for adjustments; and, 3. Approve the proposed Measure V expenditures for the 2022/2023 fiscal year. (ROLL CALL VOTE)

3. PUBLIC COMMENT

4. ADJOURNMENT

STATE OF CALIFORNIA) COUNTY OF BUTTE)	SS.
I declare under penalty of perjury that I am employed by the Town of Paradise in the Town Clerk's Department and that I posted this Agenda on the bulletin Board both inside and outside of Town Hall on the following date:	
<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div>	
TOWN/ASSISTANT TOWN CLERK SIGNATURE	



Measure V Oversight Committee Meeting Minutes

4:00 PM – April 26, 2022

1. OPENING

The April 26, 2022 meeting of the Measure V Citizen Oversight was called to order by Chair Buzzard at 4:00 p.m. who led the Pledge of Allegiance to the Flag of the United States of America.

BOARD MEMBERS PRESENT: Ronald Baker, Lee Brown, Linda Dye, Patricia Elkerton, Gail Larsen, Ron Lassonde, Dee Riley, Sharon Simonton and Chris Buzzard, Chair

BOARD MEMBERS ABSENT: George Morris, Jr. and Chris Rehmann

2. ITEMS

Chair Buzzard announced that there was a typo in item 2a regarding the proposed minutes; item said, "approved January 25, 2022 Measure V Oversight Committee" item should read "approved minutes from the January 25, 2022 Measure V Oversight Committee."

2a. **MOTION by Riley, seconded by Simonton**, with corrections, approved minutes of the March 22, 2022 Measure V Citizen Oversight Committee meeting. Roll call vote was unanimous with Morris and Rehmann absent and not voting.

Finance Director Ross Gilb provided a financial update to the Committee.

MOTION by Simonton, seconded by Elkerton, approved the preliminary quarterly report from the Measure V Citizens Oversight Committee to the residents of Paradise for the third quarter of the 2021/2022 fiscal year. (January, February and March, 2022). Roll call vote was unanimous with Morris and Rehmann absent and not voting.

3. PUBLIC COMMENT - None

4. ADJOURNMENT

Chair Buzzard adjourned the meeting at 4:22 p.m.

Date approved:

By: _____
Chris Buzzard, Chair

Dina Volenski, CMC, Town Clerk



Town of Paradise

Measure V Citizens Oversight Committee Agenda Summary

Agenda Item: 2(b)

Date: May 24, 2022

ORIGINATED BY: Ross Gilb, Finance Director / Town Treasurer
REVIEWED BY: Kevin Phillips, Town Manager
SUBJECT: Fiscal Year 2022-23 Measure V Budget Discussion

COMMITTEE ACTION REQUESTED:

1. After the presentation, consider review and discussion of the draft Fiscal Year 2022-23 Measure V Budget; and,
2. Provide staff with any recommendations for adjustments; and,
3. Approve the proposed Measure V expenditures for the 2022/2023 fiscal year.
(ROLL CALL VOTE)

Background:

Measure C, the 0.50% six-year temporary transaction and use tax, expired on March 31, 2021. Measure V represents a ten-year continuation of this 0.50% temporary transaction and use tax, which will automatically expire on March 31, 2031. Fiscal Year (FY) 2022-23 is the second full year of budgeted revenues and expenditures relating to Measure V.

Analysis:

Measure C has been extremely beneficial to the Town of Paradise and has met the intended goal of ensuring continued critical services, repairing and replacing long-deferred capital improvements, and purchasing much needed public safety vehicles and equipment. The Measure C and V Oversight Committee members' participation in the budgeting process and commitment to ensuring that the funds be used appropriately has been, and continues to be, critical to achieving this goal. The proposed Measure V Budget for FY 2022-23 has been drafted to continue to meet the goals of Measure V based on current needs identified by Town staff and previous Committee input.

Revenues

Revenue projections for the coming fiscal year continue to increase compared to original estimates from FY 2021-22. This continued increase in revenues is largely sustained through returning commerce and continued recovery efforts in the Paradise area. Revenues have been conservatively budgeted at \$1,200,000 for FY 2022-23, which is based on projected actual revenues to be received during FY 2021-22 and current trends in Town commerce.

Expenses

Total proposed expenses for the coming fiscal year have been budgeted in the amount of \$1,510,994. The proposed expenditures exceed the projected revenues for the coming fiscal year by \$310,994. These additional expenditures would be funded through current Measure V reserves. The expenditure budget for FY 2022-23 ensures public safety services are preserved, and related capital improvements and equipment purchases are repaired and replaced as needed. The proposed budget is intended to continue to meet the goals of Measure V, while still retaining substantial reserves for future use.

Proposed expenditures for the coming fiscal year include:

- Continued support to maintain Animal Control services
- Continued support for the CAL FIRE personnel contract
- Expected cost of necessary repairs at Fire Station 81
- Additional expected cost for the purchase of one Fire Utility Vehicle
- Purchase of three police vehicles and one Animal Control vehicle to ensure the public safety fleet replacement program is maintained
- Funding towards purchase of one Type 1 Fire Engine and related equipment
- Purchase of one new bucket truck to support ongoing public works projects

The cost of the expenditures included in the attached draft Measure V Budget for FY 2022-23 have been projected based on current best-estimates. Final cost estimates will be included in the Draft FY 2022-23 Measure V Budget to be presented for adoption by Town Council.

Reserves

Through the end of FY 2021-22, the Measure V fund is projected to retain approximately \$1,189,000 in unassigned reserves. Based on the proposed budget for FY 2022-23, the beginning reserve balance is projected to be drawn down by approximately \$310,000, which would retain an ending reserve balance of approximately \$878,675.

This reserve was originally established during the fiscal years immediately following the 2018 Camp Fire to provide continued cash flow in the event that the Town's PG&E settlement was delayed. As of July 2020, the PG&E settlement funds were received by the Town. The removal of the uncertainty regarding the PG&E settlement has eliminated the need to retain these reserve funds for cash flow purposes, which provides additional availability of funds through Measure V for capital improvement and recovery projects, continued support for necessary operations, and continuing the replacement of public safety vehicles and equipment.

Included in the proposed FY 2022-23 Measure V expenditure budget is \$350,000 in funding towards the total purchase price of a Type I fire engine. Periodically, Town-owned engines and equipment are utilized by outside agencies in the surrounding area to help support emergency response needs. The Town receives reimbursements for the rental costs associated with the outside use of vehicles and equipment. The amount of reimbursement can vary by fiscal year depending on the severity of emergencies in the area and availability of equipment. For example, the total equipment reimbursement received for fire-related mutual aid response was approximately \$350,000 and \$220,000 during FY 2020-21 and FY 2021-22, respectively. Included with this budgeted expenditure is the proposal that all emergency response reimbursements received, up to the amount of funding through Measure V, would be reimbursed back to the Measure V fund. This would allow the Measure V fund reserves to be potentially replenished based on future use by outside agencies of fire related emergency response equipment.

Summary

The proposed budget meets the needs described above while ensuring projected expenditures approximate projected revenues for the coming fiscal year. This ensures that the reserves established through Measure C and V in prior fiscal years are largely maintained for future use as needed.

Attachments:

Draft FY 2022-23 Measure V Budget



Measure V Citizen Oversight Committee FY 2022-23 Transaction and Use Tax Budget

In compliance with Ordinance No. 569, the Committee hereby agrees with the following recommendations regarding how the proceeds from Measure V shall be used to provide for local public services as proposed by the Town Departments and in alignment with Town Council priorities:

Animal Control

		Totals
Support to maintain shelter operations (staffing related expenses)	\$173,465	
Support to maintain shelter operations (non-salary expenses)	144,029	
Purchase of Animal Control Vehicle (<i>net of 60% USDA Grant</i>)	<u>43,000</u>	\$360,494

Fire Department

Maintain current staffing levels for CAL FIRE contract	\$250,000	
Type 1 Fire Engine & Equipment (<i>net of General Fund budget</i>)	350,000	
Fire Station 81 plumbing repairs	50,000	
Fire Utility Vehicle (<i>net of FY 21-22 General Fund budget</i>)	<u>20,000</u>	670,000

Police Department

Purchase of three 2022 Chevrolet Tahoe 4x4 and related equipment	235,000	
Mandatory and essential POST training	40,000	
Police cadet sponsorship or new hire incentive	40,000	
K-9 program training, food and veterinary costs	18,000	
Operational supplies support	<u>5,500</u>	338,500

Public Works

Purchase of New Bucket Truck	<u>\$142,000</u>	142,000
------------------------------	------------------	---------

Grand Total

\$1,510,994

Approved By: _____

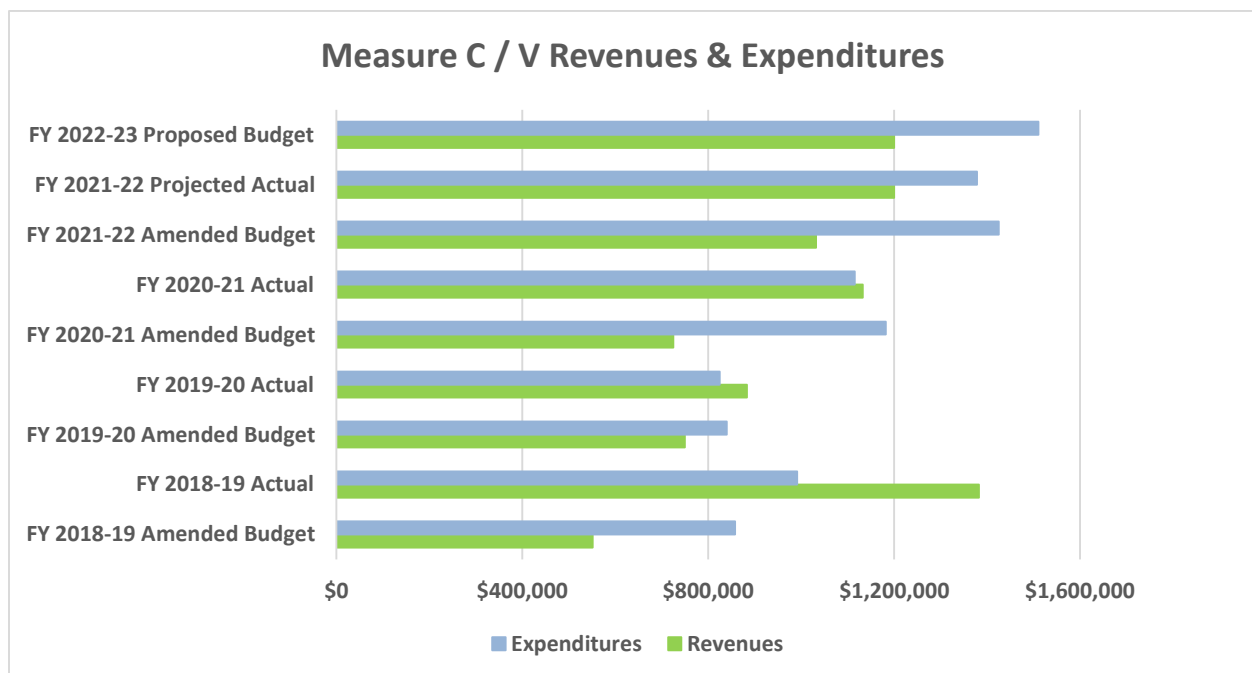
Chris Buzzard, Chairperson

May 24, 2022



Measure V Citizen Oversight Committee FY 2022-23 Fund Summary

Measure V Fund Summary	
FY 2022-23 Projection	
Actual Fund Balance: December 31, 2021	\$ 2,072,043
Remaining Revenues Projected Through FY 2021-22	556,756
Remaining Expenditures Budgeted Through FY 2021-22	(501,278)
Open Encumbrances Expected as of FYE 06-30-2022	(937,852)
Projected Beginning Unassigned Fund Balance : June 30, 2022	1,189,669
Total Projected Revenues: FY 2022-23	1,200,000
Projected Funds Available for FY 2022-23	2,389,669
Total Projected Expenditures	\$ (360,494)
Total Projected Transfers Out	(1,150,500)
Total Projected Expenditures and Transfers Out	(1,510,994)
Projected Ending Fund Balance: June 30, 2023	\$ 878,675





Measure V Citizen Oversight Committee

FY 2022-23 Fund Summary

