



Measure C Citizen Oversight Committee Meeting Agenda

4:00 PM - May 26, 2015

Measure C Committee Members

Chris Buzzard
Dean Fender
Dan Hansen
Nick Jones
Molly Knappen

George Morris, Jr.
James Ratekin
Kirk Trostle
Kelly Wells

Alternates

Linda Dye
Stacey Poliquin
Sharon Simonton

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 101 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, Room 3, 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

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

2. ITEMS

- a. Review and consider approving the Minutes of the April 28, 2015 Citizen Oversight Committee meeting.
- b. Discuss and prepare recommendation to the Town Council for allocation of projected measure C sales tax revenue for fiscal year 2015/2016.

3. ADJOURNMENT

STATE OF CALIFORNIA)	SS.
COUNTY OF BUTTE)	
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:	
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TOWN/ASSISTANT TOWN CLERK SIGNATURE	



Measure C Citizen Oversight Committee Meeting Minutes

4:00 PM – April 28, 2015

1. OPENING

The April 28, 2015 Citizen Oversight Committee was called to order by Chairperson Kelly Wells who led the Pledge of Allegiance to the Flag of the United States.

BOARD MEMBERS PRESENT: Chris Buzzard, Dan Hansen, Nicki Jones, Molly Knappen, James Ratekin, Kirk Trostle and Kelly Wells.

BOARD MEMBERS ABSENT: Dean Fender and George Morris, Jr.

ALTERNATES PRESENT: Linda Dye and Sharon Simonton.

ALTERNATES ABSENT: Stacey Poloquin

STAFF PRESENT: Finance Director Gina Will, Town Manager Lauren Gill, Town Clerk Joanna Gutierrez.

2. ITEMS

- a. **MOTION by Trostle, seconded by Ratekin**, approved Minutes of the March 24, 2015 Measure Citizen Oversight Committee meeting. Board vote was unanimous.
- b. Discussion regarding department budget critical needs and priorities for 2015/2016.

Manager Gill displayed a power point that set forth information regarding the following:

1. The Town's five year General Fund Projection for revenue & expenses
2. Fiscal Health Analysis Overview
3. Six steps to Financial Freedom
4. Town Council Budget Priorities from the 2/24/15 Priority Setting Special Meeting for Fire Department, Police Department, Public Works, Community Development and Town Health (reserve funds, ARC or Annual Retirement Contribution obligation and Facilities maintenance)
5. Pie chart that illustrates a possible investment plan for measure C funds by allocating percentages and the dollar costs
 - 29% to Fire 250,000
 - 31% to Police 260,000

- 4% to Animal Control 35,000
- 24% to Public Works 200,000
- 3% to Town Facilities 25,000
- 3% to Infrastructure 25,000 (includes sewer planning)
- 6% to Assigned Reserves for Measure C 50,000 – Fiscal Health

Police Chief Gabriela Tazzari-Dineen, North Division Chief David Hawks and Public Works Director/Town Engineer Marc Mattox discussed their annual reports of critical needs for their departments, providing the details relating to expenditures they recommend for the allocations listed above for personnel and equipment costs.

The committee asked detailed questions of the department directors regarding the reasoning behind the department directors' requests for funding and the process of making a final recommendation to present to the Town Council. No action was taken.

- c. Reviewed timelines and discuss process for Measure C Committee recommendation to Council.

Manager Gill discussed the next steps for the budget process which includes meetings with department managers, discussion with Council at the May 12, 2015 meeting, the May 26, 2015 meeting of the Citizen Oversight Committee for formulation of their recommendation to the Council, and the subsequent budget discussion and adoption by the Town Council at a special meeting in June.

Chairperson Kelly Wells will meet with Town Manager Lauren Gill and Finance Director Gina Will to review a process for the committee to form its recommendation at the May 26, 2015 meeting.

3. ADJOURNMENT

Chairperson Kelly Wells adjourned the meeting at 6:20 p.m.

Date approved:

By: _____
Kelly Wells, Chair

Joanna Gutierrez, Town Clerk

