



## Measure C Citizen Oversight Committee Meeting Agenda

4:00 PM – January 23, 2018

### Measure C Committee Members

Chris Buzzard  
Dean Fender  
Dan Hansen  
Nicki Jones  
Molly Knappen

George Morris, Jr.  
James Ratekin  
Sharon Simonton  
Kirk Trostle

### Alternates

Linda Dye  
Stacey Poliquin

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

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

### 2. ITEMS

- a. Approve Minutes of the November 29, 2017 Special Measure C Oversight Committee meeting.
- b. Financial update and approve the quarterly report from the Measure C Citizens Oversight Committee to the residents of Paradise for the 2nd quarter of the 2017/2018 fiscal year – Administrative Services Director/Town Treasurer - Gina Will.
- c. Update on Measure C Projects
- d. 2017/2018 Meeting Calendar

### 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: |     |
| _____  |     |
| TOWN/ASSISTANT TOWN CLERK SIGNATURE  |     |



**Measure C Oversight Committee  
Meeting Minutes  
4:00 PM – November 29, 2017**

**1. OPENING**

The November 29, 2017 Special meeting of the Measure C Oversight Committee was called to order by Chair Molly Knappen at 4:01p.m. who led the pledge of allegiance to the Flag of the United States of America.

**COMMITTEE MEMBERS PRESENT:** Chris Buzzard, Dean Fender, Dan Hansen, Nicki Jones, George Morris, Jr., Jim Ratekin, Sharon Simonton, Kirk Trostle and Molly Knappen, Chair.

**COMMITTEE MEMBERS ABSENT:** None

**ALTERNATE PRESENT:** Linda Dye

**ALTERNATES ABSENT:** Stacey Poliquin

**2. ITEMS**

2a. **MOTION by Buzzard, seconded by Fender**, approved Minutes of the October 24, 2017 Regular Measure C Oversight Committee Meeting. Roll call vote was unanimous with Vice Chair Trostle abstaining.

2b. Concur with Council's approval of funding the maintenance bay supporting Police, Fire, Public Works and Animal Control Fleet services with Measure C Funding.

Town Engineer/Public Works Director Marc Mattox provided a brief overview of the proposed project. The current 2-bay shop was built in the 1960's and is no longer sufficient for the safe and efficient maintenance of the fleet that has grown to over 100 vehicles. The current shop is not large enough to accommodate work on the fire engines, exposes employees to extreme weather conditions and since the lift/hoist has a limited capacity, it does not provide staff the flexibility to work on multiple projects.

**MOTION by Buzzard, seconded by Morris**, concurred with Council's approval of funding the maintenance bay supporting Police, Fire, Public Works and Animal Control Fleet services with Measure C Funding. Roll call vote was unanimous.

2c. Consent to additional funding for Animal Control Services starting in 2018/19 and to other budget adjustments described at October 24, 2017 meeting:

- a. Increase revenues to \$1,368,621
- b. Decrease K9 Program support to \$11,000
- c. Decrease police roof replacement to \$47,000
- d. Increase construction of additional fleet maintenance bay and lift \$60,000
- e. Increase fixed reserve to \$203,710

Administrative Services Director/Town Treasurer provided a brief overview of the proposed budget adjustments that were approved at the November 14, 2017 Town Council Meeting and the additional request for funding of the Animal Control Services in the 2018/2019 Fiscal Year.

Fire Chief David Hawks provided an update on the new Fire Engine 81 that has arrived in Sacramento and will be delivered to Paradise in the next few weeks. Chief Hawks also informed the committee that the old fire engine has still not been sold, but has generated over \$80,000 in revenue by being rented to the State.

The committee discussed revenues for the Town of Paradise, the impact Measure C has had on the Town's budget, the amount of funds in reserves and what those funds should be used for, the current staffing issue with Animal Control and the proposed money for Animal Control being used to provide an increase to attract qualified applicants for vacant Animal Control positions. A question was raised about when the funding for Animal Control positions would be needed and if any other funding source (example: General Fund) could be used instead.

**MOTION by Fender, seconded by Buzzard**, to postpone the use of Measure C funds for Animal Control until funds are need. Ayes of Buzzard and Fender, noes of Hansen, Jones, Morris, Ratekin, Simonton, Trostle and Chair Knappen. **MOTION FAILED.**

**MOTION by Knappen, seconded by Trostle**, consented to approve additional funding for Animal Control Services starting in 2018/19. Ayes of Hansen, Jones, Morris, Ratekin, Simonton, Trostle and Chair Knappen, noes of Buzzard and Fender. **MOTION PASSED.**

**MOTION by Knappen, seconded by Jones**, to approve other budget adjustments described at the October 24, 2017 Measure C Citizen Oversight meeting:

- a. Increase revenues to \$1,368,621
- b. Decrease K9 Program support to \$11,000
- c. Decrease police roof replacement to \$47,000
- d. Increase construction of additional fleet maintenance bay and lift \$60,000
- e. Increase fixed reserve to \$203,710

Roll call vote was unanimous.

**3. PUBLIC COMMENT** - None

**4. ADJOURNMENT**

Chair Knappen adjourned the meeting at 5:05 p.m.

Date Approved:

By: \_\_\_\_\_

Molly Knappen, Chair

Attest:

\_\_\_\_\_  
Dina Volenski, CMC, Town Clerk

Measure C Citizens Oversight Committee  
Town of Paradise  
5555 Skyway Paradise, CA 95969  
Telephone (530) 872-6291 [www.townofparadise.com](http://www.townofparadise.com)

January 23, 2018

Paradise Residents  
Elected Officials  
Citizen Stakeholders

Paradise residents voted in a half percent transaction and use tax (0.50%) effective April 1, 2015. The ballot measure requires a nine person citizen oversight committee to ensure the funds are spent in accordance with the voter approved measure. The language states, in part, the funds will be used to preserve public services such as police protection, fire suppression, street maintenance, animal control, and other services for residents of the Town of Paradise.

Attached is the quarterly report from the Citizen's Oversight Committee to the residents of Paradise for the 2nd quarter of the 2017/18 fiscal year. The Committee meets quarterly and all meetings are open to the public. The Committee will report every quarter on revenues and expenditures. All reports will be available at Town Hall or on the Town of Paradise website at [www.townofparadise.com](http://www.townofparadise.com). The next quarterly meeting is scheduled for April 24, 2018.

Sincerely,

Molly Knappen,  
Chairperson  
Measure C Citizens Oversight Committee

Kirk Trostle  
Vice-Chairperson  
Measure C Citizens Oversight Committee

|   | 1st Quarter | 2nd Quarter (to date) | 3rd Quarter | 4th Quarter | Totals       | 2017/18 Budget |
|---|-------------|-----------------------|-------------|-------------|--------------|----------------|
| <b>Measure C 2017/18 Revenues:</b>  | \$ 337,518  | \$ 92,000             |             |             | \$ 429,518   | \$ 1,335,000   |
| * 2nd Investigation Position at the Police Department   | 29,187      | 241                   |             |             | 29,428       | 97,578         |
| * Sponsor 2 Police Cadets thru Police Academy   | 26,332      | 21,689                |             |             | 48,021       | 56,583         |
| * 3 Police Cars (Ford Interceptors) per year for a total of 15 new police vehicles to replace very old cars | 18,878      | 18,878                |             |             | 37,756       | 75,512         |
| * Body Cameras (net Gen) for Police Officer safety and accountability                                       | 1,479       | 1,479                 |             |             | 2,959        | 5,917          |
| * Police K9 program (assists with missing persons, fugitive tracking and narcotics investigation)           | 2,292       | 2,006                 |             |             | 4,298        | 11,000         |
| * Enhanced Police Officer & Dispatch training   | 3,009       | 2,122                 |             |             | 5,131        | 15,000         |
| * Police Department roof and windows replacement  | 8,837       | 37,833                |             |             | 46,670       | 47,000         |
| * Maintain CAL FIRE personnel contract  | 60,578      |                       |             |             | 60,578       | 250,000        |
| * Fire Engine 81 & 82   | 41,796      | 41,796                |             |             | 83,591       | 167,183        |
| * Support for 2 Animal Control Officers and New Hire Rabies Vaccination                                     | 8,980       | 9,323                 |             |             | 18,303       | 60,158         |
| * Additional Animal Control Support to Maintain Services  |             |                       |             |             |              | 37,239         |
| * Animal Control Officer and Supervisor Training  |             |                       |             |             |              | 1,600          |
| * Rendering Setup and Maintenance   |             |                       |             |             | -            | 13,700         |
| * Online Dog Licensing Program Maintenance  |             |                       |             |             | -            | 4,000          |
| * Animal Shelter Facility Improvements: Concrete Repairs  |             |                       |             |             | -            | 8,000          |
| * Computer for Supervisor   |             |                       |             |             | -            | 1,017          |
| * Construct Fleet Bay & Lift  |             |                       |             |             |              | 60,000         |
| * Maxwell Drive Safe Routes to School   | 100,014     |                       |             |             | 100,014      | 100,014        |
| * Bille Overlay (Fern to Oliver)  | 110,402     |                       |             |             | 110,402      | 110,402        |
| <b>Measure C Approved Expenditures:</b>   | \$ 411,784  | \$ 135,367            | \$ -        | \$ -        | \$ 547,151   | \$ 1,121,903   |
| <b>Net Total</b>  | \$ (74,266) | \$ (43,367)           | \$ -        | \$ -        | \$ (117,633) | \$ 213,097     |



## MEASURE C CITIZEN OVERSIGHT PROPOSED COMMITTEE CALENDAR 2017/18

|                  |  |
|------------------|--|
| July 25, 2017    | Regular Quarterly Meeting                |
| October 24, 2017 | Regular Quarterly meeting                |
| January 23, 2018 | Regular Quarterly meeting                |
| March 27, 2018   | Measure C 2018/19 Budget Discussions     |
| April 24, 2018   | Measure C 2018/19 Budget Discussions     |
| May 22, 2018     | Review Measure C 2018/19 Proposed Budget |
| July 24, 2018    | Regular Quarterly meeting                |
| October 23, 2018 | Regular Quarterly meeting                |