



**Measure V Oversight Committee
Meeting Agenda
4:00 PM - April 26, 2022
5595 Black Olive Drive, 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 March 22, 2022 Measure V Citizen Oversight Committee meeting. (ROLL CALL VOTE)
- 2b. Financial update and approve 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) - Town Finance Director Ross Gilb. (ROLL CALL VOTE)
- 2c. 1. Discussion of the FY 2021/22 Amended budget; and, 2. Approve the proposed Amended Measure V expenditures for the 2021/22 fiscal year

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:	
TOWN/ASSISTANT TOWN CLERK SIGNATURE	



Measure V Oversight Committee Meeting Minutes

4:00 PM – March 22, 2022

1. OPENING

The March 22, 2022 meeting of the Measure V Citizen Oversight Committee was called to order by Vice Chair Simonton 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, George Morris, Jr., Chris Rehmann, Dee Riley, Sharon Simonton, Vice Chair

BOARD MEMBERS ABSENT: Chris Buzzard

ALTERNATE PRESENT: Gail Larsen and Ron Lassonde

STAFF PRESENT: Finance Director/Town Treasurer Ross Gilb, Town Manager Kevin Phillips, Town Clerk Dina Volenski, Police Chief Eric Reinbold and Battalion Chief Rick Manson.

2. ITEMS

2a. MOTION by Dye, seconded by Simonton, approved minutes from the March 23, 2021 Measure C Oversight Committee. Roll call vote was unanimous with Dye and Simonton the only two members on the committee eligible to vote to approve the March 23, 2021 minutes; and,

MOTION by Brown, seconded by Morris, approved January 25, 2022 Measure V Oversight Committee. Roll call vote was unanimous with Buzzard absent and not voting.

2b. MOTION by Dye, seconded by Elkerton, approved the final report from the Measure V Citizens Oversight Committee to the residents of Paradise for the 2nd quarter of the 2021/2022 fiscal year (October, November & December, 2021). Roll call vote was unanimous with Buzzard absent and not voting.

2c. Finance Director Ross Gilb provided the Committee with a draft Fiscal year 2022-23 Measure V Budget which included proposed revenues and expenses and requested direction from the Committee.

The committee discussed the CalFire contract, Police Department recruitment incentives, Police body worn and in vehicle cameras, Police K-9 program, the purchase of new Police vehicles and a vehicle for the VIPS, Animal Control department,(AC) Animal Shelter needs/upgrades and if the proposed \$55,000 for AC was enough to support operations. It was noted that PASH assists by paying for the spays and neuters at the Shelter.

Town Manager Phillips suggested that the next Measure V Oversight Committee meeting be held at Fleet to showcase the facility, the Committee concurred that would be beneficial.

3. PUBLIC COMMENT - None

4. ADJOURNMENT

Vice Chair Simonton adjourned the meeting at 5:12 p.m.

Date approved:

By: _____
Sharon Simonton, Vice Chair

Dina Volenski, CMC, Town Clerk

Measure V Citizens Oversight Committee
Town of Paradise
5555 Skyway Paradise, CA 95969
Telephone (530) 872-6291 www.townofparadise.com

April 26, 2022

Paradise Residents
Elected Officials
Citizen Stakeholders

Paradise residents voted in Measure C, a half percent (0.50%) transaction and use tax, effective April 1, 2015, which automatically expired March 31, 2021. During the November 6, 2018 election, Paradise residents voted in Measure V, a ten year continuation of Measure C, effective April 1, 2021. 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 preliminary quarterly report from the Citizen's Oversight Committee to the residents of Paradise for the 3rd quarter of the 2021/22 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.

Sincerely,

Chairperson
Measure V Citizens Oversight Committee

Vice-Chairperson
Measure V Citizens Oversight Committee

3rd Quarter FY 2021/22 Report to Town of Paradise Residents
From the Measure V Citizens Oversight Committee

April 26, 2022

	1st Quarter	2nd Quarter	3rd Quarter (to date)	4th Quarter	Totals	2021/22 Amended Budget
Measure V 2021/22 Beginning Fund Reserve Balance:					\$ 1,672,024	\$ 1,672,024
Measure V 2021/22 Revenues:	\$ 334,318	\$ 308,926	\$ -	\$ -	\$ 643,244	\$ 1,031,737
Measure V 2021/22 Expenditures:						
* Sponsor One Police Cadet through Police Academy	664	1,747	15,665	-	18,076	48,301
* 3 Police Cars (Ford Interceptors) per year for a total of 12 new police vehicles to replace very old cars	9,463	1,911	1,911	-	13,284	15,194
* Police K9 program (assists with missing persons, fugitive tracking and narcotics investigation)	5,135	2,261	3,586	-	10,983	15,800
* Police Mandatory & Essential POST Training	-	2,748	4,419	-	7,167	49,849
* Police Operational Supplies Support	-	-	1,158	-	1,158	5,500
* Purchase of portable and mobile police radios (net of insurance proceeds)	-	-	-	-	-	388,440
* Purchase of three 2022 Ford Expeditions (SSV 4x4) and related equipment	-	-	-	-	-	170,877
* Convert patrol vehicle to marked K9 patrol vehicle	-	-	-	-	-	8,623
* Final cost of Animal Control and Police Vehicles budgeted in FY 20-21	-	-	-	-	-	20,100
* Support to maintain operations for animal control	14,562	14,562	14,562	-	43,686	58,248
* Support to maintain staffing for animal control	58,850	58,850	58,850	-	176,549	235,399
* Public Works Replacement Backhoe & Loader (net of insurance proceeds)	-	-	-	-	-	113,963
* Maintain CAL FIRE personnel contract	-	57,461	133,324	-	190,785	250,000
* Fire Dept. Purchase of 10 radios	14,993	-	-	-	14,993	35,000
* Fire Station 81 window replacement	-	-	-	-	-	10,000
Total Measure V 2021/22 Approved Expenditures:	\$ 103,666	\$ 139,539	\$ 233,474	\$ -	\$ 476,679	\$ 1,425,294
Net Change in Fund Reserve Balance FY 2021/22	\$ 230,652	\$ 169,387	\$ (233,474)	\$ -	\$ 166,565	\$ (393,557)

Measure V 2020/21 Unexpended Encumbrances: <i>(these line items represent budgeted costs that were approved in the previous fiscal year, however the expenses were not actually incurred before the previous fiscal year-end due to delays in procurement. These items are included here to improve transparency and tracking of cash flow and actual reserve fund balance.)</i>							
*	Public Works Equipment	-	-	-	-	-	110,273
*	Police Evidence Room Refrigeration and Building Upgrades	-	20	3,638	-	3,658	14,420
*	Animal Control and Police Vehicles	-	-	-	-	-	240,000
Total Measure V 2020/21 Approved Expenditures:		\$ -	\$ 20	\$ 3,638	\$ -	\$ 3,658	\$ 364,694
Net Change in Fund Reserve Balance		\$ 230,652	\$ 169,367	\$ (237,112)	\$ -	\$ 162,907	\$ (758,251)
Measure V 2021/22 Ending Fund Reserve Balance:						\$ 1,834,931	\$ 913,773



**Town of Paradise
Measure "V" Citizens Oversight
Committee Agenda Summary**

Agenda Item: 2(c)

Date: April 26, 2022

Originated by: Ross Gilb, Finance Director / Town Treasurer

Reviewed by: Kevin Phillips, Town Manager

Subject: FY 2021/22 Measure V Amended Budget

Committee Action Requested:

1. Discussion of the FY 2021/22 Amended budget
2. Approve the proposed Amended Measure V expenditures for the 2021/22 fiscal year

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 2021/22 is the first full year of budgeted revenues and expenditures relating to Measure V.

Discussion:

The currently adopted budget and financial plan leave approximately \$913,000 in reserves. The proposed budget adjustment for FY 2021/22 does not change the dollar value of total expenditures for the fiscal year or the budgeted ending reserve fund balance.

Currently, the Town has included in the Measure V budget for FY 2021/22 the purchase of portable and mobile police radios (net of insurance proceeds) in the amount of \$388,440. The Town had also applied for Federal Community Project funding totaling \$615,000 to be applied toward this project. This funding source was recently approved and is expected to cover the majority of the total purchase price of this current budget for portable and mobile police radios. As a result, the majority of the \$388,440 that was originally budgeted through Measure V for the purchase of portable and mobile radios is available to be re-allocated towards other funding needs. The top priority items that have been identified by the Police Department and Town staff for reallocation of the originally budgeted funds includes:

1. **Body worn camera/vehicle camera system:** The Paradise Police Department has been employing body worn camera systems since 2008. This program was developed in line with department's mission to serve the community with integrity, professionalism, backed with accountability and transparency. Body worn cameras have become an industry standard and are a vital component within local government risk management strategies. The update of the body worn camera/vehicle camera system has been identified as a priority project for the Police Department. As such, \$245,875 of the original FY 2021/22 Measure V budget of \$388,440 is proposed to be re-allocated toward the total cost of the five-year contract for the body worn camera/vehicle camera system.
Net Adjustment: \$245,875 reallocation of original budget. \$0 Net Impact.

2. **Project management costs associated with the Town's planned restoration of the two-way radio system:** Prior to the 2018 Camp Fire, the Paradise Police Department housed and staffed the primary Public Safety Answering Point (PSAP) for the Town of Paradise. After the Camp Fire, due to the devastation of the Town's radio infrastructure and staffing challenges, the Town of Paradise contracted with the Butte County Sheriff's Office to provide PSAP services for the Town of Paradise full-time, beginning January 1, 2020. The contract with the Butte County Sheriff's Office (BCSO) ends June 30, 2024. If the Town of Paradise desires to restore the Paradise PSAP, the Town must begin the process now to be able to restore services in time to be operational and staffed by the end of the contract with the Sheriff's Office. Town Council provided direction to staff during the March 8, 2022 Council meeting to move forward with the process of restoring in-house Paradise PSAP services.

As the Police Department has moved forward with executing the Council's direction to restore communications capabilities, the Department has recognized the complexity of the systems and the process to upgrade them. As a result, the need for a third-party consultant was identified in order to ensure the smooth transition to the new systems and technology, as well as the coordination and consolidation of the many steps and processes necessary to accomplish the Town's communications restoration project. The funding of the third-party consultant project management costs through Measure V will allow the Town access to the technical expertise needed to ensure the project is carried out in the most effective and efficient manner possible.

Net Adjustment: \$72,000 reallocation of original budget. \$0 Net Impact.

The adjustments above would retain \$70,565 within the Measure V budget to be applied toward the purchase of portable and mobile radios. Town staff is currently working on finalizing estimates for the total purchase price of the portable and mobile radio system. It is currently expected that the proposed \$70,565 to be retained within the Measure V budget, in conjunction with the Federal Community Project Funding and insurance proceeds, will be sufficient to cover the majority of the total purchase price. The Oversight Committee will be kept apprised of final bid prices and any additional anticipated funding needs through the FY 2022-23 budget planning and development process.

Attachments:

FY 2021/22 Measure V Amended Budget

FY 2021/22 Measure V Proposed Amendment Summary

Town of Paradise
Measure V - FY 2021/22 Recommended Budget Adjustments
4/26/2022

	FY 2021/22 Current Amended Budget	FY 2021/22 Proposed Budget Amendments	FY 2021/22 Proposed Amended Budget
Beginning Fund Balance	1,672,024	-	1,672,024
Revenue	1,031,737	-	1,031,737
Animal Control			
Support to Maintain Services - Staffing	235,399	-	235,399
Support to Maintain Services - Operations	58,248	-	58,248
	<u>293,647</u>	-	<u>293,647</u>
Police Department			
Purchase of portable and mobile police radios (<i>net of insurance proceeds</i>)	388,440	(317,875)	70,565
Body-worn & in-vehicle camera program	-	245,875	245,875
Project management of Two-way radio system restoration	-	72,000	72,000
Purchase of three 2022 Ford Expeditions (SSV 4x4) and related equipment	170,877	-	170,877
Mandatory and Essential POST Training	49,849	-	49,849
Sponsor one police cadet through the academy	48,301	-	48,301
K-9 program training, food, and veterinary costs	15,800	-	15,800
Payments on 12 police cars purchased	15,194	-	15,194
Operational supplies support	5,500	-	5,500
Convert patrol vehicle to marked K9 patrol vehicle	8,623	-	8,623
Final cost of animal control truck (<i>net of USDA grant</i>)	19,730	-	19,730
Final cost of police department evidence refrigerator (<i>net of USDA grant</i>)	370	-	370
	<u>722,684</u>	-	<u>722,684</u>
Fire Department			
Maintain current staffing levels for CAL FIRE contract	250,000	-	250,000
Purchase of 10 radios	35,000	-	35,000
Fire Station 81 window replacement	10,000	-	10,000
	<u>295,000</u>	-	<u>295,000</u>
Public Works			
Replacement Backhoe (<i>net of insurance proceeds</i>)	69,152	-	69,152
Replacement Loader (<i>net of insurance proceeds</i>)	44,811	-	44,811
	<u>113,963</u>	-	<u>113,963</u>
Total Expenditures	1,425,294	-	1,425,294
Ending Fund Balance	1,278,467		1,278,467



Measure V Citizen Oversight Committee

FY 2021/22 Transaction & Use Tax Budget

REVISED April 26, 2022

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

Support to maintain shelter services operations (staffing related expenses)	\$235,399	
Support to maintain shelter services operations (non-salary expenses)	<u>58,248</u>	\$293,647

Fire Department

Maintain current staffing levels for CAL FIRE contract	\$250,000	
Purchase of 10 radios	35,000	
Fire Station 81 window replacement	<u>10,000</u>	295,000

Police Department

Purchase of portable and mobile police radios (net of insurance proceeds)	\$70,565	
Body-worn & in-vehicle camera program	245,875	
Project management of Two-way radio system restoration	72,000	
Mandatory and Essential POST Training	49,849	
Sponsor one police cadet through the academy	48,301	
K-9 program training, food and veterinary costs	15,800	
Payments on 12 police cars purchased	15,194	
Operational supplies support	5,500	
Purchase of three 2022 Ford Expeditions (SSV 4x4) and related equipment	170,877	
Convert patrol vehicle to marked K9 patrol vehicle	8,623	
Final cost of animal control truck (net of USDA grant)	19,730	
Final cost of police department evidence refrigerator (net of USDA grant)	<u>370</u>	722,684

Public Works

Replacement backhoe (net of insurance proceeds)	\$69,152	
Replacement loader (net of insurance proceeds)	<u>44,811</u>	113,963

Grand Total

\$1,425,294

Approved By: _____

Chris Buzzard, Chairperson

April 26, 2022