



Measure V Oversight Committee Meeting Agenda

4:00 PM - July 25, 2023

Measure V Committee Members

Ronald Baker
Chris Buzzard
Linda Dye
Patricia Elkerton
Gail Larsen

George Morris, Jr.
Chris Rehmann
Dee Riley
Sharon Simonton

Alternates

Vacant

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 from the April 25, 2023 Regular Measure V Citizen Oversight Committee. (ROLL CALL VOTE)
- 2b. Approve the final quarterly report from the Measure V Citizens Oversight Committee to the residents of Paradise for the third quarter of the 2022/2023 Fiscal Year. (January, February and March, 2023) (ROLL CALL VOTE)
- 2c. Approve the preliminary quarterly report from the Measure V Citizens Oversight Committee to the residents of Paradise for the fourth quarter of the 2022/2023 Fiscal Year. (April, May and June, 2023) (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:	

TOWN/ASSISTANT TOWN CLERK SIGNATURE	



Measure V Oversight Committee Meeting Minutes

4:00 PM – April 25, 2023

1. OPENING

The April 25, 2023 meeting of the Measure V Citizen Oversight was called to order by Sharon 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, Patricia Elkerton, Gail Larsen (joined via Teams at 4:12 p.m.), George Morris, Jr., Chris Rehmann, Dee Riley, Sharon Simonton, Vice Chair.

BOARD MEMBERS ABSENT: Chris Buzzard, Linda Dye and Gail Larsen (joined via Teams at 4:12 p.m.)

Interim Town Manager Marc Mattox introduced Senior Accountant Emily Marchi.

2. ITEMS

2a. **MOTION by Elkerton, seconded by Morris,** Approved minutes from the April 4, 2023 Special Measure V Oversight Committee meeting. Roll call vote was unanimous with Buzzard, Dye and Larsen absent and not voting.

Member Larsen joined via Teams at 4:12 p.m.

2b. Senior Accountant Emily Marchi provided an update on the final 2nd quarter report of the MVOC for the fiscal year ending in 2022/2023.

MOTION by Rehmann, seconded by Morris, Approved the final 2nd quarter report from the Measure V Citizens Oversight Committee to the residents of the Town of Paradise for the fiscal year ending 2022/2023. Roll call vote was unanimous with Buzzard and Dye absent and not voting.

2c. Senior Accountant Emily Marchi provided a preliminary report on the 3rd quarter report of the MVOC for the fiscal year ending in 2022/2023.

MOTION by Morris, seconded by Elkerton, Approved the preliminary report from the Measure V Citizens Oversight Committee to the residents of Paradise for the 3rd quarter of the 2022/2023 fiscal year. Roll call vote was unanimous with Buzzard and Dye absent and not voting.

2d. Interim Town Manager Marc Mattox provided an overview of the proposed Measure V budget for the 2023/2024 fiscal year including updates on the police and fire vehicles on order; the new fire station to be built on Pearson; fleet

management equipment; and animal control salaries which have been reduced to a proposed \$100,000 to be taken out of Measure V revenues.

MOTION by Elkerton, seconded by Morris, Approved the proposed Measure V expenditures for the 2023/2024 fiscal year. Roll call vote was unanimous with Buzzard and Dye absent and not voting.

2e. **MOTION by Riley, seconded by Rehmann,** Approved the cancellation of the May 23, 2023 Measure V Oversight Committee Budget meeting. Roll call vote was unanimous with Buzzard and Dye absent and not voting.

Town Clerk Dina Volenski handed out a roster of all MVOC members at Chair Buzzard’s request.

3. PUBLIC COMMENT - None

4. ADJOURNMENT

Chair Buzzard adjourned the meeting at 4:42 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

July 25, 2023

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 final quarterly report from the Citizen’s Oversight Committee to the residents of Paradise for the 3rd quarter of the 2022/23 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 2022/23 Report to Town of Paradise Residents
 From the Measure V Citizens Oversight Committee

July 25, 2023

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Totals	2022/23 Amended Budget
Measure V 2022/23 Beginning Fund Reserve Balance:					\$ 1,913,329	\$ 1,913,329

Measure V 2022/23 Revenues:	\$ 384,685	\$ 344,686	\$ 292,486		\$ 1,021,857	\$ 1,200,000
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Measure V 2022/23 Expenditures:						
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Totals	2022/23 Amended Budget
* Purchase of three 2022 Chevrolet Tahoe 4x4 and related equipment	-	143,779	52,482		196,260	271,000
* Police Mandatory & Essential POST Training	5,597	6,451	12,312		24,360	40,000
POST Reimbursements	(2,474)	-	(3,670)		(6,144)	-
* Police cadet sponsorship or new hire incentive	-	-	18,674		18,674	40,000
* Police K9 program (assists with missing persons, fugitive tracking and narcotics investigation) **	6,361	7,033	10,295		23,690	20,000
* Police Operational Supplies Support	492	3,612	-		4,103	5,500
* Support to maintain staffing for animal control **	43,366	43,366	43,366		130,099	173,465
* Support to maintain operations for animal control **	27,408	37,175	42,753		107,336	144,029
* Purchase of Animal Control Vehicle (net of 60% USDA Revenues)	-	-	-		-	50,000
* Maintain CAL FIRE personnel contract	60,563	64,192	61,053		185,808	250,000
* Type 1 Fire Engine & Equipment (net of General Fund budget)	255,921	-	94,079		350,000	350,000
* Fire Station 81 plumbing repairs	586	77	49,337		50,000	50,000
* Fire Utility Vehicle (net of FY 21-22 General Fund budget)	-	-	-		-	50,000
* Purchase of new Street Sweeper	-	-	-		-	69,000
* Purchase of new Bucket Truck	-	-	-		-	142,000
Total Measure V 2022/23 Approved Expenditures:	\$ 397,820	\$ 305,685	\$ 380,682	\$ -	\$ 1,084,186	\$ 1,654,994

Net Change in Fund Reserve Balance FY 2022/23	\$ (13,135)	\$ 39,001	\$ (88,196)	\$ -	\$ (62,329)	\$ (454,994)
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** See Supplement to the FY 22-23 Q3 Measure V Committee Report for additional details

Measure V 2021/22 Unexpended Encumbrances: (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.)

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Totals	2021/22 Amended Budget Remaining
* Purchase of portable and mobile police radios (net of insurance proceeds)	-	-	-	-	-	70,565
* Project management of Two-way radio system restoration	4,320	-	-	-	4,320	64,080
* Purchase of three 2022 Ford Expeditions (SSV 4x4) and related equipment	-	127,235	11,909	-	139,144	170,877
* Convert patrol vehicle to marked K9 patrol vehicle	7,122	-	-	-	7,122	8,623
Total Measure V 2021/22 Approved Expenditures:	\$ 11,442	\$ 127,235	\$ 11,909	\$ -	\$ 150,586	\$ 314,145

Measure V 2020/21 Unexpended Encumbrances: (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.)

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Totals	2020/21 Amended Budget Remaining
* Police Evidence Room Refrigeration and Building Upgrades	945	2,468	823	-	4,236	8,017
* Animal Control and Police Vehicles	-	128,511	67,733	-	196,245	240,000
Total Measure V 2020/21 Approved Expenditures:	\$ 945	\$ 130,979	\$ 68,556	\$ -	\$ 200,481	\$ 248,017

Net Change in Fund Reserve Balance	\$ (25,522)	\$ (219,212)	\$ (168,662)	\$ -	\$ (413,396)	\$ (1,017,156)
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Measure V 2022/23 Ending Fund Reserve Balance:					\$ 1,499,933	\$ 896,173
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Supplement to the FY 22-23 Q3 Measure V Citizens Oversight Committee Report

Expenditure Detail

Expenditure Category	Expenditure Detail	FY 2022-23 Total	Total per FY 22-23 Q3 Report
Police K9 Program	K9 Supplies (dog food, tactical gear, training supplies)	\$ 2,302	
	Vet Care and Medications	961	
	Training	20,428	
	Total	23,690	\$ 23,690
Animal Control Operations			
	Office Supplies General	298	
	Operating Supplies General	4,038	
	Repairs and Maint Supplies General	59	
	Subscriptions and Code Books	144	
	Auto Fuel Expense Town Vehicles	4,249	
	Utilities Water and Sewer	352	
	Utilities Electric and Gas	5,429	
	Utilities Propane	4,751	
	Professional/Contract Services General	25,493	
	Repair and Maint Service General	7,297	
	Communications General Services	1,307	
	Employee Development General	3,568	
	Bank Fees and Charges	594	
	Transfers Out To General Fund - Internal Services Allocation	49,758	
	Total Operational Costs	107,336	
	Portion of Total Funded by Other Sources	-	
	Portion of Total Funded by Measure V	107,336	107,336
Animal Control Staffing			
	Salaries - Permanent	108,541	
	Differential Pay Out of Class	1,077	
	Wages - PS Holiday Pay	5,225	
	Salaries - Overtime/FLSA	3,708	
	Allowances Uniform Allowance	1,407	
	Medicare	1,634	
	GASB 68 - Pension Expense PERS	33,916	
	Worker's Compensation	5,769	
	Health Insurance Medical	15,521	
	Health Insurance Dental	1,630	
	Health Insurance Vision	91	
	Unemployment Compensation	749	
	Life and Disability Insurance Life & Disab.	525	
	Life and Disability Insurance Long Term/Short Term Disability	1,093	
	Retiree Costs Medical Insurance	7,203	
	Accrual Bank Payoff	9	
	Total Salaries & Benefits	188,096	
	Portion of Total Funded by Other Sources	57,997	
	Portion of Total Funded by Measure V	\$ 130,099	\$ 130,099

Measure V Citizens Oversight Committee
Town of Paradise
5555 Skyway Paradise, CA 95969
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July 25, 2023

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Attached is the preliminary quarterly report from the Citizen’s Oversight Committee to the residents of Paradise for the 4th quarter of the 2022/23 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

4th Quarter FY 2022/23 Report to Town of Paradise Residents
 From the Measure V Citizens Oversight Committee

July 25, 2023

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter (to date)	Totals	2022/23 Amended Budget
Measure V 2022/23 Beginning Fund Reserve Balance:					\$ 1,913,329	\$ 1,913,329

Measure V 2022/23 Revenues:	\$ 384,685	\$ 344,686	\$ 292,486		\$ 1,021,857	\$ 1,200,000
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Measure V 2022/23 Expenditures:						
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter (to date)	Totals	2022/23 Amended Budget
* Purchase of three 2022 Chevrolet Tahoe 4x4 and related equipment	-	143,779	52,482	54,066	250,326	271,000
* Police Mandatory & Essential POST Training	5,597	6,451	12,312	6,374	30,733	40,000
POST Reimbursements	(2,474)	-	(3,670)		(6,144)	-
* Police cadet sponsorship or new hire incentive	-	-	18,674	14,510	33,184	40,000
* Police K9 program (assists with missing persons, fugitive tracking and narcotics investigation) **	6,361	7,033	10,295	7,690	31,380	20,000
* Police Operational Supplies Support	492	3,612	-	-	4,103	5,500
* Support to maintain staffing for animal control **	43,366	43,366	43,366	43,366	173,465	173,465
* Support to maintain operations for animal control **	27,408	37,175	42,753	31,095	138,431	144,029
* Purchase of Animal Control Vehicle (net of 60% USDA Revenues)	-	-	-	50,000	50,000	50,000
* Maintain CAL FIRE personnel contract	60,563	64,192	61,053	64,192	250,000	250,000
* Type 1 Fire Engine & Equipment (net of General Fund budget)	255,921	-	94,079	-	350,000	350,000
* Fire Station 81 plumbing repairs	586	77	49,337	-	50,000	50,000
* Fire Utility Vehicle (net of FY 21-22 General Fund budget)	-	-	-	50,000	50,000	50,000
* Purchase of new Street Sweeper	-	-	-	-	-	69,000
* Purchase of new Bucket Truck	-	-	-	-	-	142,000
Total Measure V 2022/23 Approved Expenditures:	\$ 397,820	\$ 305,685	\$ 380,682	\$ 321,292	\$ 1,405,479	\$ 1,654,994

Net Change in Fund Reserve Balance FY 2022/23	\$ (13,135)	\$ 39,001	\$ (88,196)	\$ (321,292)	\$ (383,622)	\$ (454,994)
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** See Supplement to the FY 22-23 Q4 Measure V Committee Report for additional details

Measure V 2021/22 Unexpended Encumbrances: (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.)

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter (to date)	Totals	2021/22 Amended Budget Remaining
* Purchase of portable and mobile police radios (net of insurance proceeds)	-	-	-	70,565	70,565	70,565
* Project management of Two-way radio system restoration	4,320	-	-	-	4,320	64,080
* Purchase of three 2022 Ford Expeditions (SSV 4x4) and related equipment	-	127,235	11,909	-	139,144	170,877
* Convert patrol vehicle to marked K9 patrol vehicle	7,122	-	-	-	7,122	8,623
Total Measure V 2021/22 Approved Expenditures:	\$ 11,442	\$ 127,235	\$ 11,909	\$ 70,565	\$ 221,151	\$ 314,145

Measure V 2020/21 Unexpended Encumbrances: (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.)

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter (to date)	Totals	2020/21 Amended Budget Remaining
* Police Evidence Room Refrigeration and Building Upgrades	945	2,468	823	748	4,984	8,017
* Animal Control and Police Vehicles	-	128,511	67,733	-	196,245	240,000
Total Measure V 2020/21 Approved Expenditures:	\$ 945	\$ 130,979	\$ 68,556	\$ 748	\$ 201,229	\$ 248,017

Net Change in Fund Reserve Balance \$ (25,522) \$ (219,212) \$ (168,662) \$ (392,606) \$ (806,002) \$ (1,017,156)

Measure V 2022/23 Ending Fund Reserve Balance: \$ 1,107,327 \$ 896,173

Supplement to the FY 22-23 Q4 Measure V Citizens Oversight Committee Report

Expenditure Detail

Expenditure Category	Expenditure Detail	FY 2022-23 Total	Total per FY 22-23 Q4 Report
Police K9 Program	K9 Supplies (dog food, tactical gear, training supplies)	\$ 2,593	
	Vet Care and Medications	3,575	
	Training	25,213	
	Total	31,380	\$ 31,380
Animal Control Operations			
	Office Supplies General	298	
	Operating Supplies General	4,734	
	Repairs and Maint Supplies General	359	
	Subscriptions and Code Books	144	
	Auto Fuel Expense Town Vehicles	5,261	
	Utilities Water and Sewer	440	
	Utilities Electric and Gas	6,261	
	Utilities Propane	5,455	
	Professional/Contract Services General	34,414	
	Repair and Maint Service General	7,428	
	Communications General Services	1,834	
	Advertising General	160	
	Employee Development General	4,705	
	Bank Fees and Charges	594	
	Transfers Out To General Fund - Internal Services Allocation	66,344	
	Total Operational Costs	138,431	
	Portion of Total Funded by Other Sources	-	
	Portion of Total Funded by Measure V	138,431	138,431
Animal Control Staffing			
	Salaries - Permanent	135,392	
	Differential Pay Out of Class	1,077	
	Wages - PS Holiday Pay	6,884	
	Salaries - Overtime/FLSA	4,910	
	Allowances Uniform Allowance	1,876	
	Medicare	2,016	
	GASB 68 - Pension Expense PERS	36,060	
	Worker's Compensation	7,691	
	Health Insurance Medical	22,100	
	Health Insurance Dental	2,161	
	Health Insurance Vision	121	
	Unemployment Compensation	918	
	Life and Disability Insurance Life & Disab.	701	
	Life and Disability Insurance Long Term/Short Term Disability	1,473	
	Retiree Costs Medical Insurance	9,732	
	Accrual Bank Payoff	9	
	Total Salaries & Benefits	233,121	
	Portion of Total Funded by Other Sources	59,656	
	Portion of Total Funded by Measure V	\$ 173,465	\$ 173,465