



Measure C Oversight Committee Meeting Agenda

4:00 PM - May 26, 2020

Measure C Committee Members

Chris Buzzard
Linda Dye
Dean Fender
Dan Hansen
Nicki Jones

Molly Knappen
George Morris, Jr.
James Ratekin
Sharon Simonton

Alternates

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

Public Participation

In accordance with Governor Newsom's Executive Order N-29-20, the Town Council Chambers will be closed to the public, but remote public participation is allowed in the following ways:

The Measure C Citizen Oversight Committee meeting is available to be viewed on live-stream at <https://livestream.com/townofparadise> Public comment will be accepted by email with the subject line PUBLIC COMMENT ITEM ____ to dvolenski@townofparadise.com prior to 3:30 p.m. on the day of the meeting. Written comments are subject to the regular time limitations of three minutes per speaker, please limit to 200 words or less. If you are unable to provide your comments in writing, please contact the Clerk's office for assistance at (530) 872-6291.

Public comment may be submitted by telephone during the meeting, prior to the close of public comment on an item by calling (530) 872-5951 at the time indicated by the Chair. Alternately you may send an email, prior to the meeting, with the subject line:

TELEPHONE PUBLIC COMMENT ITEM ____ to the Town Clerk and include your telephone number and the Chair will call you during public comment.

Disabled persons may request reasonable modifications or accommodations relating to the use of telephonic or electronic observation and participation prior to the Council meeting by contacting the Town Clerk at (530) 872-6291 ext. 102.

2. ITEMS

- a. Approve minutes of the April 28, 2020 Measure C Citizen Oversight Committee meeting.
- b. Discussion of the 2020/2021 budget: and, 2 Approve the proposed Measure C expenditures for the 2020/2021 Fiscal Year Budget. Gina Will – Administrative Services

3. PUBLIC COMMENT

4. 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 Oversight Committee Meeting Minutes

4:00 PM – April 28, 2020

1. OPENING

The April 28, 2020 meeting of the Measure C Citizen Oversight committee was called to order by Chair Knappen, via telephone conference, at 4:07 p.m. who led the Pledge of Allegiance to the Flag of the United States of America.

COMMITTEE MEMBERS PRESENT VIA PHONE CONFERENCE: Chris Buzzard, Linda Dye, Nicki Jones, James Ratekin, Sharon Simonton and Molly Knappen, Chair

COMMITTEE MEMBERS ABSENT: Dean Fender, Dan Hansen and George Morris, Jr.

ALTERNATE MEMBER ABSENT: Stacey Poliquin

Town Clerk Volenski read the following statement:

Public Participation

In accordance with Governor Newsom's Executive Order N-29-20, the Town Council Chambers are closed to the public, but remote public participation is allowed in the following ways:

The Measure C Citizen Oversight Committee meeting is available to be viewed on live-stream at <https://livestream.com/townofparadise> There was no public comment by email prior to 3:30 p.m. today

Public comment may be submitted by telephone during the meeting, prior to the close of public comment on an item by calling (530) 872-5951 at the time indicated by the Chair.

2. ITEMS

- 2a. The Measure C Citizen Oversight Committee acknowledged the resignation of Kirk Trostle effective March 15, 2020 and the replacement of Linda Dye as a regular member of the Measure C Citizens Oversight Committee approved by the Town Council on April 14, 2020.

Committee Member Jones nominated Committee Member Buzzard to serve as the Vice Chair for the remaining term ending June 30, 2020. There were no other nominations.

All Members present, on the phone, concurred to close the nominations.

MOTION by Jones, seconded by Knappen, approved the nomination of Committee Member Buzzard to serve as the Vice Chair for the remaining term ending June 30, 2020. Roll call vote was unanimous with members Fender, Hansen and Morris, Jr. absent and not voting.

2b. **MOTION by Buzzard, seconded by Dye**, approved the minutes of the October 22, 2019 Measure C Citizen Oversight Committee meeting. Roll call vote was unanimous with members Fender, Hansen and Morris, Jr. absent and not voting.

MOTION by Simonton, seconded by Jones, approved the minutes of the January 28, 2020 Measure C Citizen Oversight Committee meeting. Roll call vote was unanimous with members Fender, Hansen and Morris, Jr. absent and not voting.

2c. Administrative Services Director/Town Treasurer Gina Will provided a Financial update to the Committee. Ms. Will stated that revenues are less than pre-fire and there is uncertainty what the impact will be from COVID-19. The anticipated revenues for the entire 2019/20 year are budgeted for approximately \$750,000. Expenses for the canine program may be more than expected due to a new canine being put into service, but there will be a formal request for additional funding brought back at the next meeting. There were no questions from the Committee.

MOTION by Buzzard, seconded by Knappen, approved the quarterly report from the Measure C Citizens Oversight Committee to the residents of Paradise for the 3rd quarter of the 2019/2020 fiscal year. Roll call vote was unanimous with members Fender, Hansen and Morris, Jr. absent and not voting.

2d. Administrative Services Director/Town Treasure Gina Will presented a draft 2020/21 Measure C Budget to the Committee stating that the projections were conservative due to the uncertainty of the economy at this time. The budget will be brought back to the Committee prior to being forwarded to the Town Council for final approval. There were no recommendations for adjustments from the Committee.

3. PUBLIC COMMENT - None

4. ADJOURNMENT

Chair Knappen adjourned the meeting at 4:37 p.m.

Date Approved:

Attest:

By: _____
Molly Knappen, Chair

Dina Volenski, CMC, Town Clerk



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

Agenda Item: 2(b)

Date: May 26, 2020

Originated by: Gina S. Will, Administrative Services Director/Town Treasurer

Reviewed by: Lauren Gill, Town Manager

Subject: 2020/21 Measure C Budget

Committee Action Requested:

1. Discussion of the 2020/21 budget
2. Approve the proposed Measure C expenditures for the 2020/21 fiscal year

Background:

Measure C, the 0.50% the six-year, temporary transaction and use tax expires on March 31, 2021. The 2020/21 budget is for the sixth and final year.

Discussion:

The proposed Measure C 2020/21 budget has only received small modifications since the last discussion held with the Oversight Committee on April 28, 2020. For the most part, it is a refinement of the expected expenditures based on analysis of the current and past budgets. Specific line items or types of expenditures have not changed. A copy of the proposed 2020/21 budget and revised financial plan is attached for your review.

Conclusion:

This proposed conservative budget and financial plan leaves approximately \$885,000 in reserves. This reserve provides some cash flow support in case the PG&E settlement is delayed. Once the PG&E settlement is secured, the monies can be used as matching funds for important recovery grants; as matching funds for capital improvement projects; or to continue the replacement of critical public safety vehicles and equipment.

Measure C to date has been extremely helpful in preserving services and repairing and replacing long deferred capital improvements just as it was intended. Your participation in the process and commitment to ensuring that the funds be used appropriately was invaluable. The established process and the remaining funds are a great way to transition between Measure C monies and Measure V monies. Recovery grants, insurance monies, the PG&E settlement partnered with remaining Measure C and the new Measure V monies will allow the Town of Paradise to support a resilient and thriving community.

Attachments:

2020/21 Measure C Proposed Budget
Draft Measure C Financial Plan



Measure “C” Citizen Oversight Committee 2020/21 Transaction and Use Tax Budget

In compliance with Ordinance No. 545, the Committee hereby agrees with the following recommendations regarding how the proceeds from Measure “C” 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 for Animal Control and Shelter Services Operations	<u>\$200,000</u>	Totals \$200,000
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Fire Department

Maintain current staffing levels for CAL FIRE contract	\$250,000	
Type 1 Fire Engine 81 and 82	<u>126,907</u>	376,907

Police Department

Sponsor two police cadets through the academy	\$72,969	
Payments on 12 police cars purchased	37,851	
K-9 program training, food and veterinary costs	<u>11,700</u>	122,520

Public Works

Almond Street Multi-Modal Capital Improvement Project	<u>\$125,000</u>	125,000
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Grand Total

	<u><u>\$824,427</u></u>
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Approved By: _____

Molly Knappen, Chairperson

May 26, 2020

Town of Paradise
Measure C (0.50% Transaction and Use Tax) - Post Camp Fire
Financial Plan as of May 26, 2020 - (Proposed)

Description	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Totals
Revenues	1,236,212	1,355,070	1,368,621	1,389,803	725,000	835,416	6,910,122
2nd Investigation Position (with Part-time)	110,238	164,899	112,644	150,521			
Police Cadets (3) (2) (2) (0) (3) (2)	55,241	46,410	47,806	3,936	79,969	72,969	
Lieutenant Transition & Training		22,050					
12 Police Cars	13,597	36,404	75,512	209,999	98,363	37,851	
Body Cameras	14,786	5,917	5,917	5,917	5,917		
K9 Program	9,514	10,516	9,284	10,036	17,137	11,700	
Enhanced PD Training	16,101	14,101	13,454	12,925			
Roof Replacement		1,712	46,670				
LiveScan Machine	11,670						
PD Siding & Repairs	97,251	54,863					
Patrol Cameras & Cases		3,240					
Men's Locker Room Floor		4,102					
Emergency Electrical/Generator		85,718					
Police Totals	328,398	449,932	311,287	393,334	201,386	122,520	1,806,857
Maintain CAL FIRE Contract	144,401	141,120	243,687	222,171	250,000	250,000	
Fire Engine 81 & 82	98,226	125,793	167,183	167,183	167,183	126,907	
Future Apparatus Funding		50,000					
Electrical Panel & Transfer Switch			102	8,250			
Apparatus Equipment		1,788					
SCBA's	24,931	3,048					
Exhaust Extraction	21,674						
Station 81 Storage Wall		1,411					
Fire Totals	289,232	323,160	410,972	397,604	417,183	376,907	2,215,058

Town of Paradise
Measure C (0.50% Transaction and Use Tax) - Post Camp Fire
Financial Plan as of May 26, 2020 - (Proposed)

Description	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	Totals
Support for 2 AC Officers & Rabies Vaccine	25,079	32,230	29,437				
Rendering Setup and Maintenance			251	11,549			
Officer and Supervisor Training		991	-				
Sanitation Unit/Isolation Units	5,405	6,442					
Raised beds, metal bowls, air conditioner, computer		2,497	889				
Online dog licensing program & setup		10,000	3,840				
Washing Machine Cover & Concrete Repairs		2,200	5,990	6,200			
Support to Maintain Operations			63,075	161,641	232,330	200,000	
Animal Control Totals	30,484	54,360	103,482	179,390	232,330	200,000	800,046
Maxwell Drive SR2S			100,014				
Bille Overlay (Fern to Oliver)			110,402				
Fleet Repair Facility Construction & Lift			104,801	21,321			
Pedestrian Safety Crossing	24,779						
Pearson Road Improvements	200,502						
Almond Street Multi-Modal						125,000	
Ponderosa SR2S							
2016 Overlay & Markings		500,913					
Public Works Totals	225,281	500,913	315,217	21,321	-	125,000	1,187,732
Total Expenses	873,395	1,328,365	1,140,958	991,649	850,899	824,427	6,009,692
Net Total	362,817	26,705	227,662	398,154	(125,899)	10,989	900,429
Designated Reserves							
10% Fixed Reserve							-
Police Car Payments							15,194
Contingency Reserve							
Unassigned							885,235