



Measure V Oversight Committee Meeting Agenda

4:00 PM - January 25, 2022

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 Larson
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 October 26, 2021 Measure V Citizen Oversight Committee regular meeting. (ROLL CALL VOTE)
- 2b. Swearing in of new Measure V Citizen Oversight Committee members:
 - Regular Member – Patricia Elkerton
 - Alternate Members – Gail Larson and Ronald Lassonde
- 2c. Discuss and approve the proposed Amended Measure V expenditures for the 2021/22 fiscal year
- 2d. Approve the final 1st quarter report from the Measure V Citizens Oversight Committee to the residents of the Town of Paradise for the fiscal year ending 2021/2022 - Town Finance Director Ross Gilb. (ROLL CALL VOTE)

2e. Approve the preliminary report from the Measure V Citizens Oversight Committee to the residents of Paradise for the 2nd quarter of the 2021/2022 fiscal year - Town Finance Director Ross Gilb. (ROLL CALL VOTE)

2f. Proposed 2022 Measure V Citizen Oversight Committee meeting calendar

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:	

TOWN/ASSISTANT TOWN CLERK SIGNATURE	



Measure V Oversight Committee Meeting Minutes

4:00 PM – October 26, 2021

1. OPENING

The October 26, 2021 meeting of the Measure V Citizen Oversight Committee was called to order by Vice-Chair Simonton at 4:14 p.m. who led the Pledge of Allegiance to the Flag of the United States of America.

BOARD MEMBERS PRESENT: Lee Brown, George Morris, Jr., Chris Rehmann, Dee Riley, and Vice-Chair, Sharon Simonton.

BOARD MEMBERS ABSENT: Ronald Baker, Chris Buzzard, Linda Dye

ALTERNATE PRESENT: None

STAFF PRESENT: Finance Director/Town Treasurer Ross Gilb, Town Manager Kevin Phillips, and Town Clerk Dina Volenski.

2. ITEMS

2a. **MOTION by Brown, seconded by Riley**, approved the minutes of the July 27, 2021 Measure V Citizen Oversight Committee regular meeting. Roll call vote was unanimous with Members Baker, Dye and Buzzard absent and not voting.

2b. Finance Director/Town Treasurer Ross Gilb provided an overview of the final 4th quarter report from the Measure V Citizens Oversight Committee for the fiscal year ending 2020/2021.

MOTION by Morris, seconded by Riley, approved the final 4th quarter report from the Measure V Citizens Oversight for the fiscal year ending 2020/2021. Roll call vote was unanimous with Members Baker, Dye and Buzzard absent and not voting.

2c. Finance Director/Town Treasurer Ross Gilb provided an overview of the preliminary report from the 1st quarter of the 2021/2022 fiscal year.

MOTION by Morris, seconded by Brown, approved the preliminary report from the Measure V Citizens Oversight Committee to the residents of Paradise for the 1st quarter of the 2021/2022 fiscal year. Ayes: Brown, Morris, Rehmann, Riley; Noes: Simonton; Absent: Baker, Dye, Buzzard; Abstain: None

3. PUBLIC COMMENT - None

4. ADJOURNMENT

Vice-Chair Simonton adjourned the meeting at 4:42 p.m.

Date approved:

By: _____
Sharon Simonton, Vice Chair

Dina Volenski, CMC, Town Clerk



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

Agenda Item: 2(c)

Date: January 25, 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 \$1,087,000 in reserves. This reserve was established to provide continued cash flow in the event that the Town's PG&E settlement was delayed. As of July 2020, the PG&E settlement funds were received by the Town. The removal of the uncertainty regarding the PG&E settlement has eliminated the need to retain these reserve funds, which provides additional availability of funds through Measure V for capital improvement and recovery projects, continued support for necessary operations, and continuing the replacement of public safety vehicles and equipment.

The proposed budget adjustment for FY 2021/22 includes the following:

1. Purchase of three police vehicles (and related equipment) as well as conversion of one patrol vehicle to a marked K9 patrol vehicle to help get the police department caught up on their vehicle replacement program. This also allows the Town to place the orders for these vehicles ahead of schedule to compensate for longer than normal lead times.
Net adjustment: \$179,500 Increased Expenditures
2. Postponement of the purchase of the originally budgeted bucket truck for the public works department. Based on longer than normal lead times, the currently estimated earliest delivery date for the originally budgeted bucket truck is early in calendar year 2023. As such, the proposed budget adjustment reallocates the original budget of \$140,000 for the purchase of a bucket truck to meet the current capital purchase needs of the Town that can be fulfilled prior to 2023. The funds are proposed to be reallocated towards the purchase (net of insurance proceeds) of a backhoe and loader that were destroyed during the 2018 Camp Fire. The funds are also proposed to be reallocated toward the matching portion of the final cost of an Animal Control Truck and Police

Department Evidence Refrigerator, the cost of which were over the original estimated budget which was partially funded by Measure V through the prior fiscal year budget.
Net adjustment: \$5,937 Reduced Expenditures

Measure C and V have been extremely beneficial to the Town of Paradise and has met the intended goal of ensuring continued critical services, repairing, and replacing long-deferred capital improvements, and purchasing much needed public safety vehicles and equipment. The Oversight Committee members' participation in the budgeting process and commitment to ensuring that the funds be used appropriately has been critical to achieving this goal. Continuation of this process through the FY 2021/22 budget amendment cycle will help the Town fund necessary operations and ensure ongoing capital purchase needs are met.

Attachments:

FY 2021/22 Measure V Amended Budget

FY 2021/22 Measure V Proposed Amendment Summary



Measure V Citizen Oversight Committee

FY 2021/22 Transaction & Use Tax Budget

REVISED January 25, 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)	\$388,440	
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

January 25, 2022

Town of Paradise
Measure V - FY 2021/22 Mid-Year Recommended Budget Adjustments
1/25/2022

	FY 2021/22 Original Adopted 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	-	388,440
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
Purchase of three 2022 Ford Expeditions (SSV 4x4) and related equipment	-	170,877	170,877
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>523,084</u>	<u>199,600</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			
Purchase of New Bucket Truck	140,000	(140,000)	-
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>140,000</u>	<u>(26,037)</u>	<u>113,963</u>
Total Expenditures	1,251,731	173,563	1,425,294
Ending Fund Balance	<u>1,452,030</u>		<u>1,278,467</u>

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

January 25, 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 final quarterly report from the Citizen's Oversight Committee to the residents of Paradise for the 1st 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

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Totals	2021/22 Budget
Measure V 2021/22 Beginning Fund Reserve Balance:					\$ 1,672,024	\$ 1,672,024
Measure V 2021/22 Revenues:	\$ 334,318	\$ -	\$ -	\$ -	\$ 334,318	\$ 1,031,737
Measure V 2021/22 Expenditures:						
* Sponsor One Police Cadet through Police Academy	664	-	-	-	664	48,301
* 3 Police Cars (Ford Interceptors) per year for a total of 12 new police vehicles to replace very old cars	9,463	-	-	-	9,463	15,194
* Police K9 program (assists with missing persons, fugitive tracking and narcotics investigation)	5,135	-	-	-	5,135	15,800
* Police Mandatory & Essential POST Training	-	-	-	-	-	49,849
* Police Operational Supplies Support	-	-	-	-	-	5,500
* Purchase of portable and mobile police radios (net of insurance proceeds)	-	-	-	-	-	388,440
* Support to maintain operations for animal control	14,562	-	-	-	14,562	58,248
* Support to maintain staffing for animal control	58,850	-	-	-	58,850	235,399
* Public Works Bucket Truck	-	-	-	-	-	140,000
* Maintain CAL FIRE personnel contract	-	-	-	-	-	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	\$ -	\$ -	\$ -	\$ 103,666	\$ 1,251,731
Net Total	\$ 230,652	\$ -	\$ -	\$ -	\$ 230,652	\$ (219,994)
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.)						
* Public Works Equipment	-	-	-	-	-	110,273
* Police Evidence Room Refrigeration and Building Upgrades	-	-	-	-	-	14,420
* Animal Control and Police Vehicles	-	-	-	-	-	240,000
Total Measure V 2020/21 Approved Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 364,694
Net Change in Fund Balance	\$ 230,652	\$ -	\$ -	\$ -	\$ 230,652	\$ (584,688)
Measure V 2021/22 Ending Fund Reserve Balance:					\$ 1,902,676	\$ 1,087,336

Measure V Citizens Oversight Committee
 Town of Paradise
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January 25, 2022

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Attached is the preliminary quarterly report from the Citizen's Oversight Committee to the residents of Paradise for the 2nd 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

	1st Quarter	2nd Quarter (to date)	3rd Quarter	4th Quarter	Totals	2021/22 Budget
Measure V 2021/22 Beginning Fund Reserve Balance:					\$ 1,672,024	\$ 1,672,024
Measure V 2021/22 Revenues:	\$ 334,318	\$ -	\$ -	\$ -	\$ 334,318	\$ 1,031,737
Measure V 2021/22 Expenditures:						
* Sponsor One Police Cadet through Police Academy	664	1,747	-	-	2,411	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	-	-	11,373	15,194
* Police K9 program (assists with missing persons, fugitive tracking and narcotics investigation)	5,135	2,261	-	-	7,397	15,800
* Police Mandatory & Essential POST Training	-	2,748	-	-	2,748	49,849
* Police Operational Supplies Support	-	-	-	-	-	5,500
* Purchase of portable and mobile police radios (net of insurance proceeds)	-	-	-	-	-	388,440
* Support to maintain operations for animal control	14,562	14,562	-	-	29,124	58,248
* Support to maintain staffing for animal control	58,850	58,850	-	-	117,700	235,399
* Public Works Bucket Truck	-	-	-	-	-	140,000
* Maintain CAL FIRE personnel contract	-	57,461	-	-	57,461	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	\$ -	\$ -	\$ 243,205	\$ 1,251,731
Net Change in Fund Reserve Balance	\$ 230,652	\$ (139,539)	\$ -	\$ -	\$ 91,113	\$ (219,994)
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.)						
* Public Works Equipment	-	-	-	-	-	110,273
* Police Evidence Room Refrigeration and Building Upgrades	-	20	-	-	20	14,420
* Animal Control and Police Vehicles	-	-	-	-	-	240,000
Total Measure V 2020/21 Approved Expenditures:	\$ -	\$ 20	\$ -	\$ -	\$ 20	\$ 364,694
Net Change in Fund Reserve Balance	\$ 230,652	\$ (139,559)	\$ -	\$ -	\$ 91,093	\$ (584,688)
Measure V 2021/22 Ending Fund Reserve Balance:					\$ 1,763,117	\$ 1,087,336



**MEASURE V CITIZEN OVERSIGHT
PROPOSED COMMITTEE CALENDAR
2022**

January 25, 2022 - 4:00 p.m.	Regular Quarterly Meeting
March 22, 2022 – 4:00 pm.	Measure V 2022/2023 Budget Discussions
April 26, 2022 – 4:00 p.m.	Regular Quarterly Meeting Budget Discussions
May 24, 2022 – 4:00 p.m.	Review Measure V 2022/2023 Proposed Budget
July 26, 2022 – 4:00 p.m.	Regular Quarterly Meeting
October 25, 2022 – 4:00 p.m.	Regular Quarterly Meeting