



Measure C Oversight Committee Meeting Agenda

4:00 PM - May 24, 2016

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 101 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, Room 3, 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 the Minutes of the April 26, 2016 Measure C Committee Regular Meeting.
- b. Financial Update on revenues and expenditures.
- c. Presentation/Discussion of Fiscal Year 2016/2017 Budget.

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 Citizen Oversight Committee Meeting Minutes

4:00 PM – April 26, 2016

1. OPENING

The Measure C Citizen Oversight Committee meeting was called to order by Chairman Kirk Trostle at 4:02 p.m. in the Council Chamber located at 5555 Skyway, Paradise, CA, who led the pledge of allegiance to the Flag of the United States of America.

COMMITTEE MEMBERS PRESENT: Chris Buzzard, Dan Hansen, Nicki Jones, Molly Knappen, Jim Ratekin, Sharon Simonton and Kirk Trostle.

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

ALTERNATES PRESENT: Linda Dye

ALTERNATES ABSENT: Stacey Poliquin.

2. ITEMS

a. **MOTION by Ratekin, seconded by Jones**, approved the minutes of the March 22, 2016 Measure C Oversight Committee by unanimous roll call vote of those present; Fender and Morris were absent.

b. Financial update on revenues and expenditures.

Division Chief David Hawks and Police Chief Gabriela Tazzari-Dineen presented information to the committee and answered questions regarding accomplishments related to expenditure of Measure C funds to date, followed by long term department goals and needs for personnel, training and equipment. A copy of the presentation is attached to these minutes and incorporated herein by reference.

c. Presentations and Discussion of budget process for FY 2016/2017

Finance Director Gina Will presented information and answered questions relating to the Fiscal Year 2016/2017 budget process and the proposed recommendations regarding use of Measure C proceeds for the 2016/2017 year. Staff requested that the committee approve of the proposed expenditures outlined on the attached handout for a total amount of \$1,418,776.

Summary:

Animal Control	\$ 57,540
Fire Department	\$ 293,632
Police Department.....	\$367,604
Public Works	\$ 700,000 – includes 2015/2016 allocation of \$200,000

There were four citizens in attendance, including Council Member Rawlings, who stated that they wanted the committee to know of their concerns about the housing of the cats at the animal control shelter and that that they believe there are critical needs that should be addressed with Measure C Funds.

MOTION by Buzzard, seconded by Jones, concurred that the recommendations from staff are on the right track and approved the proposed expenditures for FY 2016/17 as presented. Roll call vote was unanimous; Fender and Morris absent and not voting.

MOTION by Knappen, seconded by Hansen, approved the 3rd Quarter 2015/16 Report to the Paradise residents from the Measure C Citizens Oversight Committee as presented. Committee vote was unanimous; Fender and Morris absent and not voting.

3. ADJOURNMENT

Chair Trostle adjourned the meeting at 5:55 p.m.

Date approved:

By: _____
Kirk Trostle, Chairman

Attest: _____
Joanna Gutierrez, CMC, Town Clerk



Measure “C” Citizen Oversight Committee 2016/17 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:

		Totals
Animal Control		
Fund increased hours for Animal Control Officer	\$30,240	
Advanced training for Animal Control Officer	1,500	
Leadership course for Animal Control Supervisor	1,000	
Animal control system (Chameleon) Training	1,000	
Plastic raised beds for dogs and cats	2,700	
Metal dog bowls	200	
Protective cover for washing machines	1,500	
Air conditioner unit	400	
Online dog licensing	10,000	
Infrastructure – concrete repair	8,000	\$57,540
Fire Department		
Maintain current staffing levels for CAL FIRE contract	\$150,000	
Type 1 Fire Engine – Yr 2 of 6	86,632	
Equipment replacement fund	50,000	
Matching funds for SCBA replacements	3,500	
Blower for engine 82	1,500	
Tool bracket fabrication for engine 82	2,000	\$293,632
Police Department		
Sergeant Detective (Includes salary and benefits)	\$161,687	
Purchase three police cars with future funding	100,000	
Body cameras and hardware – Yr 2 of 5	5,917	
Officer Training	15,000	
K-9 Program training, food and veterinary costs	10,000	
Lieutenant Transition Plan	15,000	
Sponsor 1 trainee through police academy	17,000	
Sawmill Peak communication study	3,000	
2 nd Phase of Siding Replacement	40,000	\$367,604



Measure "C" Citizen Oversight Committee 2016/17 Transaction and Use Tax Budget

Public Works

2016 road rehabilitation (asphalt overlay and striping) of many main roads	\$500,000	
Road and drainage improvements on Pearson Road (2015/16 carry forward)	<u>200,000</u>	<u>700,000</u>

Grand Total

\$1,418,776

Approved By: _____

Kirk Trostle, Chairperson

April 26, 2016

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

April 26, 2016

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 and 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 3rd quarter of the 2015/16 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. The next quarterly meeting is scheduled for July 26, 2016.

Sincerely,

Kirk Trostle,
Chairperson
Measure C Citizens Oversight Committee

Molly Knappen,
Vice-Chairperson
Measure C Citizens Oversight Committee

	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Totals</u>
Measure C 2015/16 Revenues:	\$281,981	\$321,399	\$59,400 (To Date)		\$662,781
Measure C Approved Expenditures:	(\$86,948)	(\$221,969)	(\$149,727)		(\$458,644)
<ul style="list-style-type: none"> • New investigation Sergeant at the Police Department • Sponsor 3 Police Cadets thru Police Academy (January – June 2016) • 3 Police Cars (Ford Interceptors) per year for a total of 15t new police vehicles to replace very old cars • Body Cameras (next Gen) for Police Officer safety and accountability • Police K9 program (assists with missing persons, fugitive tracking and narcotics investigation) • Enhanced Police Officer training • LiveScan machine for background reviews within the community • Police Department siding and repairs • Maintain CAL FIRE personnel contract • Fire Engine (Delivery Date April or May 2016) • Firefighter breathing apparatus (for firefighter safety) • Exhaust extraction system for Fire Stations to remove noxious fumes (firefighter safety) • Increased hours and training for Animal Control Officer • Pressure Washer/Sanitation unit for Animal Shelter • Install additional pedestrian safety crossing • Leverage grant and other funds for road and drainage improvements on Pearson Road between Clark and Pentz (Summer 2016) 					
Net Total	\$195,033	\$99,430	(\$90,327)		\$204,136

MEASURE C CITIZENS OVERSIGHT COMMITTEE

Quarterly Budget Update & 2016/17 Budget
Planning
April 26, 2016



Measure C Revenues

Measure C
Temporary 0.50%
Sales & Use Tax
Implemented
4/1/15

\$291,666	April – June 2015
\$281,981	July – September 2015
\$321,399	October – December 2015
\$59,400 (To Date)	January – March 2016
TBD	April – June 2016

Budgeted Revenues 2015/16 \$1,071,000
(Likely to receive \$1.17 million)

Police Department

Police Lieutenant Transition

- To fund overlap (will not be used in 2015/16)
- Budget \$12,828
- To Date \$0

3 Police Cars

- Delivered
- Budget \$100,000 (includes future payments)
- To Date \$10,198

Sergeant Detective

- Position filled mid Oct
- Budget \$111,967
- To Date \$86,923



Police Department

35 Body Cameras; 25 Car Kits; 2 download & charging stations

- Budget \$14,034
- To Date \$10,306

LiveScan Machine

- Budget \$11,670
- To Date \$11,670



Building Siding & Repairs

- Emergency Declared
- Budget \$96,000
- To Date \$97,251

Police Department

Police Cadets (3)

- Academy started 1/4/16
- Budget \$51,563
- To Date \$38,611

K-9 Program

- Budget \$10,000
- To Date \$4,334

Officer Training

- Budget \$15,000
- To Date \$16,205

Animal Control Services

Animal Control Officer

- Position filled mid October
- Budget \$23,751
- To Date \$17,647



New Officer Training

- Budget \$3,000
- To Date \$1,700

Pressure Washer/Sanitation Unit

- Budget \$5,200
- To Date \$5,405

Fire Department

CAL FIRE Contract Maintenance

- \$150,000 budgeted to maintain contract
- To Date \$106,090

Exhaust Evacuation System

- Budget \$20,511
- To Date \$21,674

4 Self Contained Breathing Apparatus

- Budget \$25,000
- To Date \$0

Type 1 Fire Engine

- Cost \$487,550
- Budget \$94,132
- To Date \$64,974

Public Works

Pearson Road Improvements

- \$200,000 to be used to leverage grant funds for road and drainage improvements (Postponed until 2016/17)

Pedestrian Safety Crossing

- Budget \$25,000
- To Date \$23,916

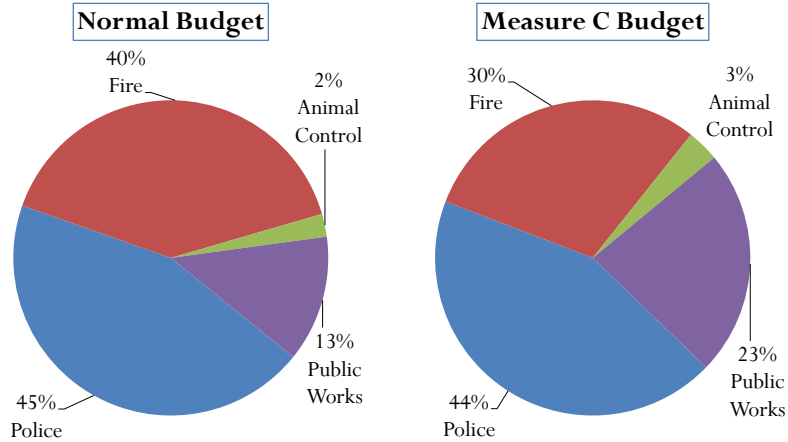


Measure C Updated

	2015/16 Amended Budget	2015/16 Estimated Actual
Revenues	\$1,071,000	\$1,170,000
Police Department	\$336,311	\$336,658
Animal Control	31,951	31,134
Fire Department	289,643	290,806
Public Works	225,000	23,916
Subtotal	\$882,905	682,514
Police Car Payment Funds	\$86,403	\$86,403
Postponed Public Works Project	0	200,000
Unspent/ Available	101,692	201,083
Totals	\$1,071,000	\$1,170,000

2016/17 Measure C Budget

Measure C Contributions in Relationship to Normal Budget



2016/17 Measure C Resources

Beginning Balance/ Reserves:			
	From First Q For Final Year	\$283,274	
	For Police Car Payments	86,403	
	Pearson Road CIP	200,000	
	Unassigned	201,083	\$770,760
<hr/>			
Expected Revenues:			\$1,170,000

2016/17 Measure C Budget

Animal Control		
Increased Hours For AC Officer	\$30,240	
Advanced training for AC Officer	1,500	
Leadership Course for AC Supervisor	1,000	
AC System (Chameleon Training)	1,000	
Plastic Raised Beds	2,700	
Metal Dog Bowls	200	
Protective Cover for Washing Machines	1,500	
Air conditioner unit	400	
Online Dog Licensing	10,000	
Infrastructure Concrete Repair	8,000	\$57,540

2016/17 Measure C Budget

Fire Department		
Maintain current staffing levels – CAL FIRE	\$150,000	
Type 1 Fire Engine	86,632	
Equipment Replacement Fund	50,000	
Matching funds for SCBA's	3,500	
Blower for Engine 82	1,500	
Tool Bracket Fabrication for Engine 82	2,000	\$293,632

2016/17 Measure C Budget

Police Department		
Sergeant Detective (salary and benefits)	\$161,687	
3 Police Vehicles with Future Funding	100,000	
Body Cameras & Hardware – Yr 2 of 5	5,917	
Officer Training	15,000	
K-9 Program (Training, food and vet)	10,000	
Lieutenant Transition Plan	15,000	
Sponsor 1 Trainee Through Police Academy	17,000	
Sawmill Peak Communication Study	3,000	
2 nd Phase of Siding Replacement	40,000	\$367,604

Police Car Payment Timeline 3 per year for Five Years

Year	Purchase	SLESF Funding	Measure C	Reserve Used	Reserve Balance
2015/16	\$125,962 5Yr 2.1%	12,767	13,597		86,403
2016/17	\$131,877 5Yr 2.5%	12,767	41,563		138,923
2017/18	\$138,471 5Yr 3.0%	15,584	68,450		170,473
2018/19	\$145,395 5Yr 3.5%	24,064	91,518		178,955
2019/20	\$152,664 5Yr 3.5%	24,064	100,000	24,643	154,312
2020/21		24,064	98,279		156,033
2021/22		24,064		70,314	85,719
2022/23		24,064		40,610	45,109
2023/24		24,064		9,062	36,048

2016/17 Measure C Budget

Public Works			
	2016 Road Rehabilitation (overlay & striping)	\$500,000	
	Road & Drainage Improvements Pearson Road (2015/16 carry forward)	200,000	\$700,000



2016/17 Measure C Budget Summary

Revenues		\$1,170,000	
Expenses		1,418,776	
Net Use of Funds		(248,776)	
Reserves			
	From First Q for Final Year	\$283,274	
	Police Car Payment Funds	86,403	
	Unspent/Available	152,307	\$521,984

Questions
