



Measure V Oversight Committee Meeting Agenda

4:00 PM - October 24, 2023

Measure V Committee Members

Ronald Baker	George Morris, Jr.
Chris Buzzard	Chris Rehmann
Linda Dye	Dee Riley
Patricia Elkerton	Sharon Simonton
Gail Larsen	

Alternates

None

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 the minutes of the July 25, 2023 regular Measure V Oversight Committee meeting.
- 2b. Appointment of Measure V Oversight Committee Chair and Vice Chair for the 2023/24 Fiscal Year.
 - Appointment of Chair (Secretary Presiding)
 - Appointment of Vice Chair (Appointed Chair Presiding)
- 2c. Approve the final 4th quarter report from the Measure V Citizens Oversight Committee to the residents of the Town of Paradise for the fiscal year ending 2022/2023 - Town Finance Director Aimee Belev. (ROLL CALL VOTE)

2d. Approve the preliminary report from the Measure V Citizens Oversight Committee to the residents of Paradise for the 1st quarter of the 2023/24 fiscal year - Town Finance Director Aimee Belev. (ROLL CALL VOTE)

2e. Proposed meeting calendar for 2024. (Review only, no action required.)

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 – July 25, 2023

1. OPENING

The July 25, 2023 meeting of the Measure V Citizen Oversight was called to order by Chair Chris Buzzard at 4:01 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, Chris Rehmann, Dee Riley, Sharon Simonton, and Chris Buzzard, Chair.

BOARD MEMBERS ABSENT: Linda Dye and George Morris, Jr.

2. ITEMS

Interim Town Manager Marc Mattox commenced the meeting by sharing that the 2023/2024 Fiscal Year Operating and Capital Budget was approved at the July 11th Town Council meeting with the committee's recommendations to the Measure V Oversight Committee budget. Mr. Mattox also introduced Aimee Belevu as the new Finance Director/Town Treasurer.

2a. **MOTION by Elkerton, seconded by Simonton,** Approved minutes from the April 25, 2023 Regular Measure V Citizen Oversight Committee. AYES: Baker, Elkerton, Larson, Rehmann, Riley, Simonton; NOES: None; Absent: Dye, Morris; Abstain: Buzzard. MOTION PASSES

2b. Finance Director/Town Treasurer Aimee Belevu provided an overview of the final third quarter quarterly report from the Measure V Citizens Oversight Committee 2022/2023 Fiscal Year.

MOTION by Simonton, seconded by Elkerton, Approved 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. Roll call vote was unanimous with Dye and Morris absent and not voting.

2c. Finance Director/Town Treasurer Aimee Belevu provided an overview of the preliminary fourth quarter quarterly report from the Measure V Citizens Oversight Committee 2022/2023 Fiscal Year.

MOTION by Rehmann, seconded by Buzzard, Approved 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. Roll call vote was unanimous with Dye and Morris absent and not voting.

3. PUBLIC COMMENT - None

4. ADJOURNMENT

Chair Buzzard adjourned the meeting at 4:28 p.m.

Date approved:

By: _____
Chris Buzzard, 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

Oct 24, 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 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

October 24, 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	\$ 365,232	\$ 1,387,089	\$ 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	54,066	250,326	271,000
* Police Mandatory & Essential POST Training	5,597	6,451	12,312	6,969	31,328	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	9,631	33,321	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	34,432	141,767	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	\$ 327,165	\$ 1,411,352	\$ 1,654,994

Net Change in Fund Reserve Balance FY 2022/23	\$ (13,135)	\$ 39,001	\$ (88,196)	\$ 38,067	\$ (24,263)	\$ (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	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	Totals	2020/21 Amended Budget Remaining
* Police Evidence Room Refrigeration and Building Upgrades	945	2,468	772	799	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	\$ 68,505	\$ 799	\$ 201,229	\$ 248,017

Net Change in Fund Reserve Balance	\$ (25,522)	\$ (219,212)	\$ (168,611)	\$ (33,297)	\$ (446,643)	\$ (1,017,156)
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Measure V 2022/23 Ending Fund Reserve Balance:					\$ 1,466,686	\$ 896,173
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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)	\$ 3,134	
	Vet Care and Medications	4,160	
	Training	26,028	
	Total	33,321	\$ 33,321
Animal Control Operations			
	Office Supplies General	298	
	Operating Supplies General	4,770	
	Repairs and Maint Supplies General	393	
	Subscriptions and Code Books	144	
	Auto Fuel Expense Town Vehicles	5,778	
	Utilities Water and Sewer	528	
	Utilities Electric and Gas	6,864	
	Utilities Propane	5,455	
	Professional/Contract Services General	35,419	
	Repair and Maint Service General	7,470	
	Communications General Services	1,834	
	Advertising General	160	
	Employee Development General	4,705	
	Bank Fees and Charges	1,607	
	Transfers Out To General Fund - Internal Services Allocation	66,344	
	Total Operational Costs	141,767	
	Portion of Total Funded by Other Sources	-	
	Portion of Total Funded by Measure V	141,767	141,767
Animal Control Staffing			
	Salaries - Permanent	139,263	
	Differential Pay Out of Class	1,077	
	Wages - PS Holiday Pay	6,884	
	Salaries - Overtime/FLSA	4,910	
	Allowances Uniform Allowance	1,876	
	Medicare	2,072	
	GASB 68 - Pension Expense PERS	36,349	
	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	237,337	
	Portion of Total Funded by Other Sources	63,872	
	Portion of Total Funded by Measure V	\$ 173,465	\$ 173,465

Measure V Citizens Oversight Committee
Town of Paradise
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Oct 24, 2023

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Sincerely,

Chairperson
Measure V Citizens Oversight Committee

Vice-Chairperson
Measure V Citizens Oversight Committee

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 (to date)	2nd Quarter	3rd Quarter	4th Quarter	Totals	2021/22 Amended Budget Remaining
* Project management of Two-way radio system restoration	-				-	59,760
Total Measure V 2021/22 Approved Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,760

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 (to date)	2nd Quarter	3rd Quarter	4th Quarter	Totals	2020/21 Amended Budget Remaining
* Police Evidence Room Refrigeration and Building Upgrades	-				-	3,033
Total Measure V 2020/21 Approved Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,033

Net Change in Fund Reserve Balance	\$ 56,517	\$ -	\$ -	\$ -	\$ 56,517	\$ (294,467)
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Measure V 2023/24 Ending Fund Reserve Balance:					\$ 1,239,675	\$ 888,691
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Supplement to the FY 23-24 Q1 Measure V Citizens Oversight Committee Report

Expenditure Detail

Expenditure Category	Expenditure Detail	FY 2023-24 Total	Total per FY 23-24 Q1 Report
Police K9 Program	K9 Supplies (dog food, tactical gear, training supplies)	\$ 243	
	Vet Care and Medications	65	
	Training	2,800	
	Total	3,108	\$ 3,108
Animal Control Operations	Office Supplies General	-	
	Operating Supplies General	1,286	
	Repairs and Maint Supplies General	-	
	Subscriptions and Code Books	-	
	Auto Fuel Expense Town Vehicles	1,428	
	Auto Fuel Expense Employee Personal Vehicle Use	39	
	Utilities Water and Sewer	-	
	Utilities Electric and Gas	1,699	
	Utilities Propane	116	
	Professional/Contract Services General	10,019	
	Repair and Maint Service General	33	
	Communications General Services	349	
	Advertising General	-	
	Employee Development General	-	
	Bank Fees and Charges	105	
	Transfers Out To General Fund - Internal Services Allocation	18,829	
	Total Operational Costs	33,903	
	Portion of Total Funded by Other Sources	0	
	Portion of Total Funded by Measure V	33,903	33,903
	Animal Control Staffing	Salaries - Permanent	37,633
Differential Pay Out of Class		-	
Wages - PS Holiday Pay		2,019	
Salaries - Overtime/FLSA		851	
Incentives & Admin Leave Gym Reimbursement		120	
Allowances Uniform Allowance		469	
Medicare		541	
GASB 68 - Pension Expense PERS		23,198	
Worker's Compensation		1,907	
Health Insurance Medical		6,579	
Health Insurance Dental		531	
Health Insurance Vision		31	
Unemployment Compensation		263	
Life and Disability Insurance Life & Disab.		177	
Life and Disability Insurance Long Term/Short Term Disability		403	
Retiree Costs Medical Insurance		1,685	
Accrual Bank Payoff		-	
Total Salaries & Benefits		76,408	
Portion of Total Funded by Other Sources		51,408	
Portion of Total Funded by Measure V		\$ 25,000	\$ 25,000



**MEASURE V CITIZEN OVERSIGHT
PROPOSED COMMITTEE CALENDAR
2024**

January 23, 2024	Regular Quarterly Meeting
March 26, 2024	Measure V 2024/2025 Budget Discussions
April 23, 2024	Regular Quarterly Meeting Budget Discussions
May 28, 2024	Review Measure V 2024/2025 Proposed Budget
July 23, 2024	Regular Quarterly Meeting
October 22, 2024	Regular Quarterly Meeting