



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)  
REGULAR MEETING AGENDA  
May 5, 2020  
6:00 PM  
SANGER COUNCIL CHAMBER  
1700 7<sup>TH</sup> STREET, SANGER, CA 93657**

This meeting will be conducted pursuant to the provisions of Paragraph 11 of the Governor's Executive Order N-25-20 which suspends certain requirements of the Ralph M. Brown Act, and as a response to mitigating the spread of COVID-19, the meeting will be held via teleconference and will not be open to the public. The weblink and telephone number listed below will provide access to the Citizen's Oversight Committee meeting.

When joining the meeting, please provide an identifying participant number or name to be used during public comment periods. Public comment will also be accepted via email at [publicmeeting@ci.sanger.ca.us](mailto:publicmeeting@ci.sanger.ca.us).

Weblink: <https://us02web.zoom.us/j/85863444615>

Telephone number: 1-669-900-9128

Meeting ID: 858-6344-4615

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

**D. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

**E. PRESENTATIONS**

1. 2019 Grant Recipient – Boys & Girls Club of Fresno County

2. Citizen's Oversight Committee Board Training – City Attorney Hilda Cantu Montoy

**F. PUBLIC PARTICIPATION**

(This portion of the meeting is reserved for persons desiring to address the Committee on any matter not on the agenda and within the area of responsibility of the Committee. It is the policy of the Committee not to answer any questions impromptu and complaints should be referred to the City Clerk's Office. Speakers should limit their comments to five minutes.

**G. CONSENT CALENDAR**

1. SUBJECT: Minutes of the rescheduled regular meeting held on April 13, 2020.  
RECOMMENDATION: Approve minutes.
1. SUBJECT: Measure S Budget, Revenue and Expenditure Reports.  
RECOMMENDATION: Information Item.
2. SUBJECT: Measure S Expenditure Plan through FY 2028.  
RECOMMENDATION: That the Citizen's Oversight Committee reviews the Measure S Expenditure Plan through FY 2028 and confirm its compliance with Measure S funding use.

**H. STAFF COMMUNICATIONS**

**I. MATTERS INITIATED BY COMMITTEE MEMBERS**

**J. ADJOURNMENT**

g-1



**MINUTES OF A CITIZEN'S OVERSIGHT COMMITTEE  
(PUBLIC SAFETY)  
REGULAR MEETING  
APRIL 13, 2020  
6:00 PM  
SANGER COUNCIL CHAMBER**

This meeting was conducted via teleconference pursuant to the provisions of the provisions of Paragraph 11 of the Governor's Executive Order N-25-20 which suspends certain requirements of the Ralph M. Brown Act, and as a response to mitigating the spread of COVID-19.

**A. CALL TO ORDER**

The Committee called their meeting to order at 6:00 PM.

**B. PLEDGE OF ALLEGIANCE**

Chairperson Michael Montelongo led the pledge of allegiance.

**C. ROLL CALL**

Present: Chairperson Michael Montelongo, Vice Chair Jacob Villagomez, Committee Member Mayra Campa, Committee Member Gina Mendoza

Absent: Committee Member Rogelio Gonzalez

**D. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

The Committee by motion of Vice Chair Villagomez approved the agenda as presented. The motion was seconded by Member Campa and approved by the following vote:

AYES: MONTELONGO, VILLAGOMEZ, CAMPA, MENDOZA  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: GONZALEZ

**E. CEREMONIAL ITEMS**

1. Newly appointed Committee Member Mayra Campa and newly appointed Committee Member Gina Mendoza were given the oath of office before the meeting started and took their seats at the dais.

**F. PUBLIC PARTICIPATION**

Unidentified resident expressed concern that item H-2 was a Brown Act violation.

**G. CONSENT CALENDAR**

1. SUBJECT: Minutes of the rescheduled regular meeting held on March 10, 2020.

Unidentified resident requested that item G-1 be pulled.

The Committee by motion of Chairperson Montelongo pulled item G-1. The motion was seconded by Member Mendoza and approved by the following vote:

AYES: MONTELONGO, VILLAGOMEZ, CAMPA, MENDOZA  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: GONZALEZ

Public comment:

Unidentified resident did not see in the minutes from the rescheduled regular meeting on March 10, 2020 about the members participating in choosing the grant recipients.

The Committee by motion of Committee Member Campa approved the minutes as presented. The motion was seconded by Committee Member Mendoza and approved by the following vote:

AYES: MONTELONGO, VILLAGOMEZ, CAMPA, MENDOZA  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: GONZALEZ

**H. DEPARTMENT REPORTS**

1. SUBJECT: Measure S Budget, Revenue and Expenditure Reports.

Information item only.

2. SUBJECT: Measure S Gang/Drug Prevention/Intervention Services Grant Program Awards.

The Committee by motion of Vice Chair Villagomez selected the Boys and Girls Club and SAM Academy as the grant applicants for recommendation to the City Council for approval and grant award. The motion was seconded by Committee Member Mendoza and approved by the following vote:

AYES: MONTELONGO, VILLAGOMEZ, CAMPA, MENDOZA  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: GONZALEZ

**I. STAFF COMMUNICATIONS**

Administrative Services Director Bret Harmon reported that the 2019 grant recipients Boys and Girls Club will present at the next meeting, scheduled for Tuesday, May 5, 2020. He also reported that staff plans to have the 10-year plan prepared for the next meeting.

**J. MATTERS INITIATED BY COMMITTEE MEMBERS**

Vice Chair Villagomez welcomed the new Committee Members.

Committee Member Mendoza had nothing to report.

Committee Member Campa had nothing to report.

Chair Montelongo had nothing to report.

**K. ADJOURNMENT**

Being no further business the Committee adjourned their meeting at 6:40 PM.



For the Meeting of: May 5, 2020

Agenda Item No.: g-2

# CITY OF SANGER

## REPORT TO THE CITIZEN OVERSIGHT COMMITTEE

**To:** Citizen's Oversight Committee  
**From:** Bret Harmon, Administrative Services Director  
**Subject:** Measure S Budget, Revenue, and Expenditure Reports  
**Attachments:** Measure S Budget, Revenue, and Expenditure Report for March 2020.

### CONFLICT OF INTEREST:

None.

### RECOMMENDATION:

This is not an action item. It is for informational and review purposes only.

### EXECUTIVE SUMMARY:

Attached are the Measure S Budget, Revenue, and Expenditure Reports for the month of March 2020. This report shows how well the fund is performing against expectations in this fiscal year. It is intended to provide a financial performance evaluation within the current fiscal year only.

The report contains a month-by-month actual-versus-budget comparison chart in addition to tables including the adopted budget amounts by revenue and expenditures, incurred expenditures during the month and year to date, and revenue received during the month and year to date. The report also includes the percentages of year-to-date revenues (or expenditures) of annual budget.

Staff hope the information contained in the report will be considered in the following context:

1. The City's budget is an annual budget, not a monthly budget. It is not customary to provide a monthly budget at the line-item level. The purpose of providing monthly data is to evaluate trends and to provide as granular data as possible and appropriate to the committee.

Prepared by: Bret Harmon

Approved by: [Signature]

REVIEW: City Manager: [Signature]

Finance: [Signature]

City Attorney: \_\_\_\_\_

### TYPE OF ITEM:

### COUNCIL ACTION: APPROVED DENIED NO ACTION

Consent

Info Item

Action Item

Department Report

Redevelopment Agency

Public Hearing

Matter Initiated by a Council Member

Other

Continued to: \_\_\_\_\_

- 
2. Allotting 1/12 of the annual budget to each month for each line item would not take the non-consistent nature of many line items into account. Consequently, staff assigns budget values to each month based on prior year's activity or expectations for the month in staff's best judgment.
  3. The overall performance is more meaningful than an individual month because it more closely matches the intent of the budget being year-focused instead of month specific.

The budget for next year, will certainly be lower than this year's due to impacts from COVID-19.

**BACKGROUND:**

The Administrative Services Department provides this informational report to the Citizen's Oversight Committee each month.

**Ordinance No. 1094 Sec. 66-218. Powers and Duties**

- A. Citizen's Oversight Committee shall review expenditures of special revenue collected pursuant to this Chapter only to determine whether such funds are expended for the purposes specified in the then-current Public Safety Measure Police and Fire Expenditure Plan, and issuing reports on their findings to the City Council at least annually. Committee members may also review the annual financial or performance audits performed by the independent auditor. The Committee shall confine its oversight specifically to revenues generated under this Chapter. Revenue generated through other sources shall be outside the jurisdiction of the Committee.
- B. In order to preserve the integrity and independence of the oversight process, Committee members shall not play a formal role in contracting, project management, or any other aspect of the Public Safety Measure funding.
- C. The Committee is not charged with decision-making on spending priorities, schedules, project details, funding source decisions, financing plans, or tax rate assumptions. The Committee shall serve in an advisory-only role to the City Council. The Committee shall have no jurisdiction other than that delegated to it by the City Council pursuant to this Chapter.
- D. The City Manager or his [or her] designee shall provide any reasonable administrative or technical assistance required by the Committee to fulfill its responsibilities or publicize its findings.

**REASON FOR RECOMMENDATION:**

The report is for informational and review purposes only.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A

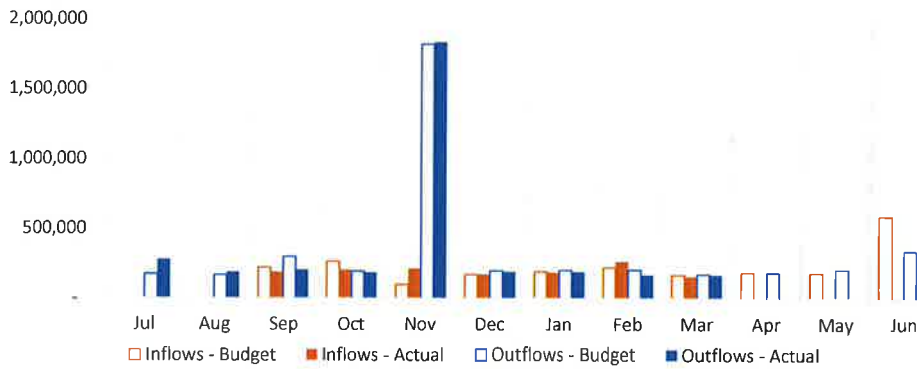
**ACTIONS FOLLOWING APPROVAL:**

N/A



The Fiscal Year 2019-2020 Amended Budget presents total revenues (inflows) and expenditures/expenses (outflows). This summary comparison provides details on a monthly basis. The outline-only columns in the charts represent the proportioned budget by month. The solid-fill column represent actual results by month. YTD means year to date. Outflows include depreciation.

**Measure S**      YTD Inflow: \$ 1,394,863      YTD Outflows: \$ 3,416,975      YTD Net: \$ (2,022,113)



Actual as % of Annual Budget

Inflows	61%
Outflows	82%

YTD \$ Ahead (Behind) YTD Budget

Inflows	55,200
Outflows	7,600
Total	62,800

Comments

COVID-19 will impact revenues and expenditures by year end.





CITY OF SANGER

ACTUAL TO BUDGET COMPARISON FOR FY 2020

ENDING MONTH:

MARCH

PERIOD:

9

		ADOPTED BUDGET	EXPECTED YTD	ACTUAL YTD	VARIANCE YTD	YTD % OF
		FY 2020	FY 2020	FY 2020	FY 2020	BUDGET
<b>MEASURE S</b>						
<b>FUND 208 · MEASURE S</b>						
INFLOWS		\$ 2,283,300	\$ 1,339,700	\$ 1,394,900	\$ 55,200	61%
OUTFLOWS		4,161,000	3,435,100	3,427,500	7,600	82%
CHANGE IN FUND BALANCE		<b>(1,877,700)</b>	<b>(2,095,400)</b>	<b>(2,032,600)</b>	<b>62,800</b>	108%
<b>MEASURE S · INFLOWS · PUBLIC SAFETY · DISTRICT SALES TAX · TAXES</b>						
208-040-101-4105	SALES TAX	2,283,300	1,339,700	1,382,500	42,800	61%
	<b>TOTAL · TAXES</b>	<b>\$ 2,283,300</b>	<b>\$ 1,339,700</b>	<b>\$ 1,382,500</b>	<b>\$ 42,800</b>	61%
<b>MEASURE S · INFLOWS · PUBLIC SAFETY · DISTRICT SALES TAX · USES OF MONEY &amp; PROPERTY</b>						
208-040-101-4801	INTEREST INCOME	-	-	12,700	12,700	0%
208-040-101-4802	UNREALIZED GAIN (LOSS) INVESTMENTS	-	-	(300)	(300)	0%
	<b>TOTAL · USES OF MONEY &amp; PROPERTY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,400</b>	<b>\$ 12,400</b>	0%
<b>MEASURE S · OUTFLOWS · FIRE &amp; EMS · DISTRICT SALES TAX · PERSONNEL</b>						
208-050-101-5110	DIRECT LABOR-REGULAR	284,300	210,500	184,500	26,000	65%
208-050-101-5111	MEAS S	171,000	128,300	128,300	-	75%
208-050-101-5210	PERS EXPENSE	126,500	94,400	76,600	17,800	61%
208-050-101-5310	HEALTH INSURANCE	71,900	53,800	47,300	6,500	66%
208-050-101-5130	OVERTIME	70,000	55,100	29,800	25,300	43%
208-050-101-5320	WORKERS COMPENSATION	35,600	24,200	17,700	6,500	50%
208-050-101-5220	SOCIAL SECURITY	27,400	19,300	16,400	2,900	60%
208-050-101-5420	UNIFORM ALLOWANCE	1,800	1,800	2,300	(500)	128%
208-050-101-5160	VACATION LEAVE BUY BACK	-	-	1,900	(1,900)	0%
208-050-101-5140	FLSA & ACTING PAY	1,000	800	1,400	(600)	140%
208-050-101-5120	DIRECT LABOR-TEMPORARY	800	600	-	600	0%
208-050-101-5170	OTHER LEAVE BUY BACK	-	-	300	(300)	0%
208-050-101-5340	EMPLOYEE ASSISTANCE PROGRAM	100	100	100	-	100%
208-050-101-5350	FITNESS PROGRAM	600	500	100	400	17%
	<b>TOTAL · PERSONNEL</b>	<b>\$ 791,000</b>	<b>\$ 589,400</b>	<b>\$ 506,700</b>	<b>\$ 82,700</b>	64%

MEASURE S		ADOPTED BUDGET	EXPECTED YTD	ACTUAL YTD	VARIANCE YTD	YTD % OF
		FY 2020	FY 2020	FY 2020	FY 2020	BUDGET
<b>MEASURE S · OUTFLOWS · FIRE &amp; EMS · DISTRICT SALES TAX · OPERATIONS</b>						
208-050-101-6290	SVCS-PROFESSIONAL SERVICES	15,000	200	15,000	(14,800)	100%
208-050-101-6730	TRAINING/WORKSHOPS/MEETINGS	30,000	26,400	24,100	2,300	80%
208-050-101-6124	SUPPLIES-OTHER	25,000	18,600	14,100	4,500	56%
208-050-101-6431	GENERAL LIABILITY PREMIUMS	6,100	4,800	4,600	200	75%
208-050-101-6130	UNIFORM EXPENSE	2,500	2,100	3,400	(1,300)	136%
208-050-101-6449	ERMA PERSONNEL INSURANCE	2,700	2,000	2,100	(100)	78%
208-050-101-6432	PROPERTY PREMIUMS	1,100	800	800	-	73%
208-050-101-6455	LOW/HIGH VEHICLE INSURANCE	800	600	600	-	75%
208-050-101-6448	RISK MGT ADMIN	700	500	500	-	71%
208-050-101-6437	HEALTH INSURANCE EXPENSE	900	700	-	700	0%
208-050-101-6438	UNEMPLOYMENT INSURANCE	200	200	200	-	100%
208-050-101-6420	PRINTING & BINDING	-	-	200	(200)	0%
208-050-101-6445	DISABILITY INSURANCE	100	100	100	-	100%
208-050-101-6240	SVCS-LEGAL COUNSEL	-	-	-	-	0%
208-050-101-6410	LEGAL ADVERTISING	-	-	-	-	0%
<b>TOTAL · OPERATIONS</b>		<b>\$ 85,100</b>	<b>\$ 57,000</b>	<b>\$ 65,700</b>	<b>\$ (8,700)</b>	<b>77%</b>
<b>MEASURE S · OUTFLOWS · FIRE &amp; EMS · DISTRICT SALES TAX · CAPITAL OUTLAY</b>						
208-050-101-7235	FIRE TRUCK	1,659,900	1,659,900	1,653,000	6,900	100%
208-050-101-7230	MACHINERY & EQUIPMENT	109,500	49,100	61,600	(12,500)	56%
208-050-101-7238	COMMAND VEHICLES	4,300	3,900	1,000	2,900	23%
208-050-101-7236	AMBULANCE	-	-	-	-	0%
208-050-101-7237	BREATHING AP	-	-	-	-	0%
208-050-101-7245	NOTEBOOKS	-	-	-	-	0%
<b>TOTAL · CAPITAL OUTLAY</b>		<b>\$ 1,773,700</b>	<b>\$ 1,712,900</b>	<b>\$ 1,715,600</b>	<b>\$ (2,700)</b>	<b>97%</b>
<b>MEASURE S · OUTFLOWS · FIRE &amp; EMS · DISTRICT SALES TAX · OTHER CHARGES</b>						
208-050-101-8321	COMPUTER SOFTWARE	15,000	-	-	-	0%
208-050-101-8322	COMPUTER HARDWARE	-	-	-	-	0%
<b>TOTAL · OTHER CHARGES</b>		<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

MEASURE S	ADOPTED BUDGET	EXPECTED YTD	ACTUAL YTD	VARIANCE YTD	YTD % OF	
	FY 2020	FY 2020	FY 2020	FY 2020	BUDGET	
<b>MEASURE S · OUTFLOWS · POLICE · DISTRICT SALES TAX · PERSONNEL</b>						
208-040-101-5110	DIRECT LABOR-REGULAR	402,400	297,200	306,000	(8,800)	76%
208-040-101-5111	MEAS S	206,400	154,800	154,800	-	75%
208-040-101-5310	HEALTH INSURANCE	108,900	81,100	98,800	(17,700)	91%
208-040-101-5210	PERS EXPENSE	119,400	88,700	76,300	12,400	64%
208-040-101-5130	OVERTIME	76,400	54,900	50,500	4,400	65%
208-040-101-5220	SOCIAL SECURITY	37,100	28,300	29,100	(800)	78%
208-040-101-5320	WORKERS COMPENSATION	37,800	27,100	19,800	7,300	52%
208-040-101-5170	OTHER LEAVE BUY BACK	-	-	50,300	(50,300)	0%
208-040-101-5420	UNIFORM ALLOWANCE	6,000	6,000	5,000	1,000	83%
208-040-101-5160	VACATION LEAVE BUY BACK	-	-	12,800	(12,800)	0%
208-040-101-5411	CELL PHONE ALLOWANCE	1,400	1,000	1,600	(600)	114%
208-040-101-5120	DIRECT LABOR-TEMPORARY	800	700	-	700	0%
208-040-101-5340	EMPLOYEE ASSISTANCE PROGRAM	200	100	200	(100)	100%
208-040-101-5350	FITNESS PROGRAM	900	700	100	600	11%
<b>TOTAL · PERSONNEL</b>		<b>\$ 997,700</b>	<b>\$ 740,600</b>	<b>\$ 805,300</b>	<b>\$ (64,700)</b>	<b>81%</b>

<b>MEASURE S · OUTFLOWS · POLICE · DISTRICT SALES TAX · OPERATIONS</b>						
208-040-101-6123	SUPPLIES-SAFETY	38,000	32,800	29,900	2,900	79%
208-040-101-6750	P.O.S.T. TRAINING	15,000	12,900	15,300	(2,400)	102%
208-040-101-6124	SUPPLIES-OTHER	13,000	6,800	11,700	(4,900)	90%
208-040-101-6431	GENERAL LIABILITY PREMIUMS	9,300	7,200	7,000	200	75%
208-040-101-6290	SVCS-PROFESSIONAL SERVICES	7,000	400	7,000	(6,600)	100%
208-040-101-6755	K-9 TRAINING	-	-	-	-	0%
208-040-101-6449	ERMA PERSONNEL INSURANCE	4,100	3,100	3,100	-	76%
208-040-101-6730	TRAINING/WORKSHOPS/MEETINGS	5,000	5,000	3,300	1,700	66%
208-040-101-6147	PATROL CAR UNIT EQUIPMENT	2,000	-	-	-	0%
208-040-101-6127	SUPPLIES-VOLUNTEER PROGRAM	4,000	3,700	1,700	2,000	43%
208-040-101-6432	PROPERTY PREMIUMS	1,700	1,200	1,200	-	71%
208-040-101-6126	SUPPLIES-RESERVE PROGRAM	20,000	15,400	700	14,700	4%
208-040-101-6455	LOW/HIGH VEHICLE INSURANCE	1,200	900	900	-	75%
208-040-101-6448	RISK MGT ADMIN	1,100	800	800	-	73%

MEASURE S	ADOPTED BUDGET	EXPECTED YTD	ACTUAL YTD	VARIANCE YTD	YTD % OF
	FY 2020	FY 2020	FY 2020	FY 2020	BUDGET
208-040-101-6438 UNEMPLOYMENT INSURANCE	700	500	500	-	71%
208-040-101-6437 HEALTH INSURANCE EXPENSE	1,500	1,100	-	1,100	0%
208-040-101-6445 DISABILITY INSURANCE	400	300	300	-	75%
208-040-101-6420 PRINTING & BINDING	-	-	200	(200)	0%
208-040-101-6240 SVCS-LEGAL COUNSEL	-	-	-	-	0%
208-040-101-6245 GANG INTERVENTION/PREVENTION	-	-	-	-	0%
208-040-101-6410 LEGAL ADVERTISING	-	-	-	-	0%
208-040-101-6521 TELECOMMUNICATIONS REGULAR	-	-	-	-	0%
<b>TOTAL · OPERATIONS</b>	<b>\$ 124,000</b>	<b>\$ 92,100</b>	<b>\$ 83,600</b>	<b>\$ 8,500</b>	<b>67%</b>

**MEASURE S · OUTFLOWS · POLICE · DISTRICT SALES TAX · CAPITAL OUTLAY**

208-040-101-7239 PATROL VEHICLES	60,000	5,800	-	5,800	0%
208-040-101-7230 MACHINERY & EQUIPMENT	20,000	10,000	11,300	(1,300)	57%
208-040-101-7243 TASERS	37,500	37,500	36,700	800	98%
208-040-101-7241 SURVEILLANCE CAMERAS	3,600	3,400	300	3,100	8%
208-040-101-7245 IT EXTRACTIONS	23,000	-	1,900	(1,900)	8%
208-040-101-7220 IMPROVEMENTS OTHER THAN BLDGS	-	-	-	-	0%
208-040-101-7242 RADIOS	-	-	-	-	0%
208-040-101-7244 MDC	-	-	-	-	0%
<b>TOTAL · CAPITAL OUTLAY</b>	<b>\$ 144,100</b>	<b>\$ 56,700</b>	<b>\$ 50,200</b>	<b>\$ 6,500</b>	<b>35%</b>

**MEASURE S · OUTFLOWS · POLICE · DISTRICT SALES TAX · OTHER CHARGES**

208-040-101-8321 COMPUTER SOFTWARE	15,000	-	-	-	0%
<b>TOTAL · OTHER CHARGES</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

MEASURE S	ADOPTED BUDGET FY 2020	EXPECTED YTD FY 2020	ACTUAL YTD FY 2020	VARIANCE YTD FY 2020	YTD % OF BUDGET
<b>MEASURE S · OUTFLOWS · POLICE · GANG INTERVENTION/PREVENTION · PERSONNEL</b>					
208-040-220-5110 DIRECT LABOR-REGULAR	74,500	55,800	58,300	(2,500)	78%
208-040-220-5310 HEALTH INSURANCE	18,800	14,100	15,100	(1,000)	80%
208-040-220-5210 PERS EXPENSE	9,700	7,300	7,100	200	73%
208-040-220-5170 OTHER LEAVE BUY BACK	-	-	5,600	(5,600)	0%
208-040-220-5220 SOCIAL SECURITY	5,800	4,300	5,400	(1,100)	93%
208-040-220-5130 OVERTIME	-	-	6,300	(6,300)	0%
208-040-220-5320 WORKERS COMPENSATION	6,400	4,800	1,600	3,200	25%
208-040-220-5420 UNIFORM ALLOWANCE	-	-	1,000	(1,000)	0%
208-040-220-5340 EMPLOYEE ASSISTANCE PROGRAM	-	-	-	-	0%
208-040-220-5350 FITNESS PROGRAM	200	100	-	100	0%
<b>TOTAL · PERSONNEL</b>	<b>\$ 115,400</b>	<b>\$ 86,400</b>	<b>\$ 100,400</b>	<b>\$ (14,000)</b>	<b>87%</b>
<b>MEASURE S · OUTFLOWS · POLICE · GANG INTERVENTION/PREVENTION · OPERATIONS</b>					
208-040-220-6245 GANG INTERVENTION/PREVENTION	100,000	100,000	100,000	-	100%
208-040-220-6445 DISABILITY INSURANCE	-	-	-	-	0%
<b>TOTAL · OPERATIONS</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>100%</b>



For the Meeting of: May 5, 2020

Agenda Item No.: g-3

# CITY OF SANGER

## REPORT TO THE CITIZEN OVERSIGHT COMMITTEE

**To:** Citizen's Oversight Committee (COC)  
**From:** Bret Harmon, Administrative Services Director  
**Subject:** Measure S Expenditure Plan through FY 2028  
**Attachments:** Measure S Expenditure Plan through FY 2028

### CONFLICT OF INTEREST:

None.

### RECOMMENDATION:

To review the *Measure S Expenditure Plan through FY 2028* and confirm its compliance with Measure S funding uses.

### EXECUTIVE SUMMARY:

Staff prepared the attached Measure S Expenditure Plan through FY 2028 for COC review. Historically, this report would cover the next 10 years. However, Measure S is scheduled to end on June 30, 2028 unless extended by voters.

The impact of COVID-19 is real and significant. In order to maintain a positive fund balance in each year of the program while maintaining vital services funded by Measure S revenues, Staff has focused expenses on the most vital purposes of Measure S funding – Police and Fire services. In all, Staff reduced expenses by more than \$4M over the remaining eight years. The following highlights identify some of the major reductions that are necessary to balance the Fund:

#### Personnel:

1. Move two positions funded by Measure S to other funds.

Prepared by: Bret Harmon

Approved by: [Signature]

REVIEW: City Manager: [Signature]

Finance: [Signature]

City Attorney: \_\_\_\_\_

#### TYPE OF ITEM:

#### COUNCIL ACTION: APPROVED DENIED NO ACTION

Consent

Info Item

Action Item

Department Report

Redevelopment Agency

Public Hearing

Matter Initiated by a Council Member

Other

Continued to: \_\_\_\_\_

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2. Reduce training for personnel.

Equipment:

1. Reduce machinery and equipment purchases for outfitting vehicles.
2. Reduce purchases of tasers and handguns.
3. Eliminate improvements to storage facilities.
4. Reduce the purchase of breathing apparatuses for fire.

Vehicles:

1. Purchase ambulances on lease-to-purchase agreements rather than paying cash to reduce the costs enough in any one year to maintain a consistent positive fund balance.
2. Split the purchase of the next fire truck with the other funds such as CFD funds or an extension of Measure S.
3. Reduce the volume and frequency of vehicle purchases.

Other:

1. End funding of the grant program.

The Measure S Expenditure Plan through FY 2028 includes a final section showing non-personnel-related cuts by year. This will allow future iterations of the spending plan to re-incorporate these reduced or eliminated expenses if revenues outperform projections.

The plan does preserve funding for the most essential positions and vehicles. Measure S will continue with four Fire personnel, five Police personnel, the planned purchase of two ambulances, the planned purchase of a fire truck (jointly with the general fund), reduced number of replacement vehicles, and emergency supplies and equipment.

Staff has been careful to avoid a negative fund balance in each year because it would require borrowing from the General Fund.

**BACKGROUND:**

**Ordinance No. 1094 Sec. 66-218. Powers and Duties**

- A. Citizen's Oversight Committee shall review expenditures of special revenue collected pursuant to this Chapter only to determine whether such funds are expended for the purposes specified in the then-current Public Safety Measure Police and Fire Expenditure Plan, and issuing reports on their findings to the City Council at least annually. Committee members may also review the annual financial or performance audits performed by the independent auditor. The Committee shall confine its oversight specifically to revenues generated under this Chapter. Revenue generated through other sources shall be outside the jurisdiction of the Committee.
- B. In order to preserve the integrity and independence of the oversight process, Committee members shall not play a formal role in contracting, project management, or any other aspect of the Public Safety Measure funding.
- C. The Committee is not charged with decision-making on spending priorities, schedules, project details, funding source decisions, financing plans, or tax rate assumptions. The Committee shall serve in an advisory-only role to the City Council. The Committee shall have no jurisdiction other than that delegated to it by the City Council pursuant to this Chapter.
- D. The City Manager or his [or her] designee shall provide any reasonable administrative or technical

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assistance required by the Committee to fulfill its responsibilities or publicize its findings.

**REASON FOR RECOMMENDATION:**

To confirm expenses comply with the purposes of Measure S.

**FISCAL IMPACT:**

Establishes an eight-year spending plan, which directs the use of over \$17M in providing safety services.

**ALTERNATIVES:**

1. Confirm the expenditures comply with the purposes of Measure S funding.
2. Identify non-compliant uses and request revision of non-compliant uses.

**ACTIONS FOLLOWING APPROVAL:**

Staff will present the spending plan to Council as part of the FY 2021 and FY 2022 budget process.



CITY OF SANGER OPERATING BUDGET - FY 2020-2021		FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2020 EXPECTED	FY 2021 PROJECTED	FY 2022 PROJECTED	FY 2023 PROJECTED	FY 2024 PROJECTED	FY 2025 PROJECTED	FY 2026 PROJECTED	FY 2027 PROJECTED	FY 2028 PROJECTED
<b>FUND 208 - MEASURE 5</b>													
INFLOWS		\$ 2,276,300	\$ 2,336,900	\$ 2,283,300	\$ 1,932,800	\$ 1,785,400	\$ 1,833,000	\$ 1,952,100	\$ 2,079,000	\$ 2,193,400	\$ 2,281,200	\$ 2,383,800	\$ 2,479,200
OUTFLOWS		2,038,500	2,708,700	4,161,000	4,035,500	2,093,200	1,913,400	1,960,100	2,103,300	2,132,650	2,188,800	2,441,400	2,574,750
CHANGE IN FUND BALANCE		237,800	(371,800)	(1,877,700)	(2,102,700)	(307,800)	(80,400)	(8,000)	(24,300)	60,750	92,400	(57,600)	(95,550)
UNRESERVED FUND BALANCE		2,895,022	2,523,222	645,522	420,522	112,722	32,322	24,322	22	60,772	153,172	95,572	22
<b>MEASURE 5 - INFLOWS - PUBLIC SAFETY - DISTRICT SALES TAX - TAXES</b>						Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
208-040-101-4105	TRANSACTIONS & USE TAX	2,253,700	2,294,400	2,283,300	1,909,800	1,764,400	1,811,300	1,929,000	2,054,400	2,167,400	2,254,100	2,355,500	2,449,700
	OTHER REVENUE	22,600	42,500	-	23,000	21,000	21,700	23,100	24,600	26,000	27,100	28,300	29,500
	TOTAL - TAXES	\$ 2,276,300	\$ 2,336,900	\$ 2,283,300	\$ 1,932,800	\$ 1,785,400	\$ 1,833,000	\$ 1,952,100	\$ 2,079,000	\$ 2,193,400	\$ 2,281,200	\$ 2,383,800	\$ 2,479,200
<b>MEASURE 5 - OUTFLOWS - FIRE &amp; EMS - DISTRICT SALES TAX - PERSONNEL</b>						Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
208-050-101-5110	DIRECT LABOR-REGULAR	253,600	277,000	284,300	258,500	209,500	220,000	231,000	237,900	245,000	252,400	260,000	267,800
208-050-101-5111	MEAS 5	43,300	171,000	171,000	171,000	171,000	171,000	171,000	171,000	171,000	171,000	171,000	171,000
208-050-101-5210	PERS EXPENSE	47,900	88,200	126,500	99,700	30,900	33,200	34,900	35,900	37,000	38,100	39,200	40,400
208-050-101-5310	HEALTH INSURANCE	63,200	82,600	71,900	68,700	55,000	57,800	60,700	62,500	64,400	66,300	68,300	70,300
208-050-101-5130	OVERTIME	42,800	39,900	70,000	38,500	35,900	37,700	39,600	40,800	42,000	43,300	44,600	45,900
	OTHER BENEFITS	62,400	59,900	67,300	57,500	69,200	71,400	74,900	77,100	79,400	81,800	84,200	86,700
	TOTAL - PERSONNEL	\$ 513,200	\$ 718,600	\$ 791,000	\$ 693,900	\$ 571,500	\$ 591,100	\$ 612,100	\$ 625,200	\$ 638,800	\$ 652,900	\$ 667,300	\$ 682,100
<b>MEASURE 5 - OUTFLOWS - FIRE &amp; EMS - DISTRICT SALES TAX - OPERATIONS</b>						Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
208-050-101-6290	SVCS-PROFESSIONAL SERVICES	11,700	38,400	15,000	15,000	13,500	13,900	14,600	15,000	15,500	16,000	16,500	17,000
208-050-101-6730	TRAINING/WORKSHOPS/MEETINGS	16,400	19,000	30,000	26,500	23,800	24,500	25,700	26,500	27,300	28,100	28,900	29,800
208-050-101-6124	SUPPLIES-OTHER	30,700	8,600	25,000	16,300	14,700	15,100	15,900	16,400	16,900	17,400	17,900	18,400
	OTHER OPERATING EXPENSES	12,700	13,600	30,100	15,500	14,000	14,300	35,000	15,400	15,800	16,200	16,600	17,000
	TOTAL - OPERATIONS	\$ 71,500	\$ 79,600	\$ 100,100	\$ 73,300	\$ 66,000	\$ 67,800	\$ 91,200	\$ 73,300	\$ 75,500	\$ 77,700	\$ 79,900	\$ 82,200
<b>MEASURE 5 - OUTFLOWS - FIRE &amp; EMS - DISTRICT SALES TAX - CAPITAL OUTLAY</b>						Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
208-050-101-7235	FIRE TRUCK	-	1,100	1,659,900	1,653,000	7,200	7,200	7,600	7,800	8,000	8,200	250,000	250,000
208-050-101-7230	MACHINERY & EQUIPMENT	21,400	89,800	109,500	112,700	146,400	40,800	-	-	81,250	81,250	81,250	81,250
208-050-101-7238	COMMAND VEHICLES	-	104,600	4,300	700	700	700	-	-	-	-	-	-
208-050-101-7236	AMBULANCE	272,900	-	-	-	67,400	67,400	67,400	67,400	67,400	108,100	108,100	108,100
208-050-101-7237	BREATHING AP	-	-	-	-	-	-	25,000	15,000	35,000	-	-	-
208-050-101-7245	NOTEBOOKS	400	-	-	-	3,000	-	10,000	-	-	-	-	15,000
	TOTAL - CAPITAL OUTLAY	\$ 294,700	\$ 195,500	\$ 1,773,700	\$ 1,766,400	\$ 224,700	\$ 116,100	\$ 110,000	\$ 90,200	\$ 191,650	\$ 197,550	\$ 439,350	\$ 454,350



