



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
SANGER COUNCIL CHAMBERS
AGENDA
April 7, 2015
Regular Meeting – 6:00 P.M.**

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. CEREMONIAL ITEMS

E. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

F. CONSENT CALENDAR

(Matters listed under consent calendar are considered routine and will be approved by one motion and one vote. There will be no separate discussion of these items unless requested by a member of the audience or a Committee Member in which case the item will be removed from the consent Calendar and considered separately.)

1. **SUBJECT:** Minutes for March 3, 2015 meeting
RECOMMENDATION: Approve minutes.

G. DEPARTMENT REPORTS

1. **SUBJECT:** Financial Statements – Measure S and Capital Outlay Schedule for the year to date ended February 28, 2015.
RECOMMENDATION: Information item.
2. **SUBJECT:** Measure S Expenditure Plan Discussion
RECOMMENDATION: Information item.
3. **SUBJECT:** Fire Department Update
RECOMMENDATION: Information item.
4. **SUBJECT:** Police Department Update
RECOMMENDATION: Information item.

H. 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.)

I. STAFF COMMUNICATIONS

J. MATTERS INITIATED BY COMMITTEE MEMBERS

K. NEXT SCHEDULED MEETING

1. The next meeting is scheduled for Tuesday, May 5, 2015 at 6 p.m.
2. City Council meetings are held on the first and third Thursday of each month. The next regularly scheduled City Council meetings will be April 16th and May 7, 2015. Please also note the Town Hall Meeting/Budget Workshop will be held on May 14, 2015.

L. ADJOURNMENT



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
SANGER COUNCIL CHAMBERS
MINUTES
March 3, 2015
Regular Meeting – 6:00 P.M.**

A. CALL TO ORDER

The meeting was called to order at 6:00 P.M.

B. PLEDGE OF ALLEGIANCE

Secretary Adams led the flag salute.

C. ROLL CALL

Committee Members Present: Adams, Gonzales, Simpson, Villalobos
Committee Members Absent: Steinhauer

D. CEREMONIAL ITEMS

None

E. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

Committee Member Gonzales moved to approve the agenda as presented; Secretary Adams seconded; all were in favor, motion carried.

F. CONSENT CALENDAR

1. SUBJECT: Minutes for February 3, 2015 meeting

Secretary Adams moved to approve the minutes as presented; Committee Member Gonzales seconded; all were in favor, motion carried.

G. DEPARTMENT REPORTS

1. SUBJECT: Fire Department Update

Chief Tarascou provided an update on the department which included: they are receiving positive feedback from patients with the new ambulances; the CERT program will have its first meeting next Wednesday, mostly a "Meet & Greet"; the next CPR class will be held March 21st for \$30, classes are also offered in Spanish; Department and Explorers will be participating in the Blossom Trial event (info and water for runners, blood pressure checks).

Secretary Adams asked how many volunteers have registered for CERT. Chief Tarascou stated as of today 15 are confirmed. Chairperson Villalobos asked if there is a requirement or

formal method in place for receiving feedback for patients using ambulance services. The chief stated they are trying to integrate something into their patient intake (email) to try to solicit feedback through a formal survey, but that it would be voluntary and not required.

2. **SUBJECT:** Police Department Update

Chief Rodriguez provided an update on the department which included: Department is gearing up for Blossom Trail event, working closely with Public Works and all participants of the event; working with the School District on their April event; officers are participating in training offered through a grant awarded to Fresno County regarding dealing with the mentally ill.

Secretary Adams asked how the new officers are acclimating. The Chief stated that the new officers are engaged in POST mandated 16-20 week field training; Chief mentioned POST also conducts an agency compliance audit annually. He also mentioned that for lateral officers, while they are not required to, they are paired up with an FTO for a few weeks to acclimate them to Sanger protocols and procedures.

Committee Member Simpson asked if the speed monitoring equipment has been installed. Chief Rodriguez stated that he is working with Public Works to develop a more secured installation method to minimize theft and/or vandalism to the cameras.

H. PUBLIC PARTICIPATION

None

I. STAFF COMMUNICATIONS

J. MATTERS INITIATED BY COMMITTEE MEMBERS

K. NEXT SCHEDULED MEETING

The next meeting is scheduled for Tuesday, April 7, 2015 at 6 P.M.

L. ADJOURNMENT

Secretary Adams moved to adjourn; Committee Member Simpson seconded; all were in favor, motion carried. The meeting was adjourned at 6:25 P.M.

*Minutes prepared by:
Kristina Chamberlin, Assistant to the City Manager*

Attest:

Jeanne Adams, *Secretary*
Citizen's Oversight Committee/Measure S

AGENDA ITEM G-1



To: Citizens Oversight Committee

From: Deborah Sultan, Finance Director

Date April 7, 2015

Subject: Financial Statements – Measure S and Capital Outlay Schedule
For the year to date ended February 28, 2015.

**City of Sanger
Measure S
Statement of Revenues & Expenditures**

As of: 2/28/2015 8 Months = 66.67%

	<u>Budget</u>	<u>Year-to-Date</u>	<u>Percent</u>
Revenue			
Sales Tax	\$ 1,822,541	\$ 971,436	
Miscellaneous Income		\$ 49,000	
Interest Income	\$ -	\$ 3,093	
Total Revenue	\$ 1,822,541	\$ 1,023,528	26.86%
Expenditures-Police			
Wages & Benefits	580,177	213,439	36.79%
Services & Supplies	307,850	291,455	94.67%
Other Charges	40,000	4,228	10.57%
Total Operating Expenditures	928,027	509,122	54.86%
Capital Outlay	61,711	66,948	108.49%
Expenditures-Fire			
Wages & Benefits	420,298	302,429	71.96%
Services & Supplies	55,000	28,780	52.33%
Other Charges	-	74	0.00%
Total Operating Expenditures	475,298	331,282	69.70%
Capital Outlay	643,192	443,192	68.91%
Expenditures-Gang Prevention/Intervention			
Services & Supplies	250,000	127,431	50.97%
Net Operating Revenues (Expenditures)	\$ 419,216	\$ 55,694	
Fund Balance Forward from 13/14	1,796,662	2,441,418	
Less Capital Outlay	(704,904)	(510,141)	
Remaining Available Fund Balance	\$ 1,510,974	\$ 1,986,972	

City of Sanger
Measure S
Balance Sheet

As of: 2/28/2015

<u>Assets</u>	<u>7/1/2014</u>	<u>2/28/2015</u>
Cash	\$ 2,144,138	\$ 2,024,946
Accounts Receivable	313,800	-
Total Assets	\$ 2,457,938	\$ 2,024,946
<u>Liabilities</u>		
Accounts Payable	\$ 16,520	\$ 31,926
Compensated Absences Payable		\$ -
Total Liabilities	\$ 16,520	\$ 31,926
<u>Fund Balance</u>		
Reserved for encumbrances	\$ 443,192	\$ 6,047
Fund Balance Unreserved	1,890,330	1,998,225
Current Excess (Deficit)	107,895	(11,252)
Total Fund Balance	\$ 2,441,418	\$ 1,993,020
Total Liabilities and Fund Balance	\$ 2,457,938	\$ 2,024,946

**CITY OF SANGER
MEASURE S
Capital Outlay Schedule**

POLICE

	Budget FY 10-11	Spent FY 10-11	Spent FY 11-12	Spent FY 12-13	Spent FY 13-14	Budget FY 14-15	Spent/ Encumbered 2/28/2015 FY 14-15	Remaining FY 14-15
Patrol Vehicles	\$ 166,200.00	\$ 170,518.16				52,711.35	\$ 52,855.81	\$ (144.46)
Surveillance Cameras	125,000.00	-						
Graffiti Truck	100,000.00	96,291.83						
Computer Docking Stns	57,300.00	49,304.10						
Canine Vehicles			62,460.26					
Canine Equipment			56,435.22	175.00	8,120.22			
Handguns			22,798.51		30,418.19			
Handheld Radios			12,784.83					
Patrol Vehicles					211,985.56			
Tasers					16,752.06	9,000.00	14,092.30	(5,092.30)
	\$ 448,500.00	\$ 316,114.09	\$ 118,895.48	\$ 35,758.34	\$ 267,276.03	\$ 61,711.35	\$ 66,948.11	\$ (5,236.76)

FIRE

	Budget FY 10-11	Spent FY 10-11	Spent FY 11-12	Spent FY 12-13	Spent FY 13-14	Budget FY 14-15	Spent/ Encumbered 2/28/2015 FY 14-15	Remaining FY 14-15
Fire Engine (ladder)	\$ 300,957.83	\$ 300,967.82				\$ 200,000.00	\$ 443,192.41	\$ 1,807.59
Ambulance	140,000.00	141,300.01				445,000.00		
Breathing Apparatus	90,367.10	90,367.10						
Command Vehicle	40,000.00	39,904.76						
Misc Equipment	9,121.24	9,020.13						
Cardiac Monitors			59,540.42					
Computer Notebooks	10,511.66				42,721.63			
Ambulance software					48,812.71			
Protective clothing					91,534.34			
	\$ 590,957.83	\$ 581,559.82	\$ 59,540.42	\$ -	\$ 91,534.34	\$ 645,000.00	\$ 443,192.41	\$ 1,807.59



Citizens Oversight Committee

REPORT TO THE COMMITTEE

To: Chairperson & Committee Members
From: Deborah Sultan, Finance Director
Subject: Measure S Expenditure Plan
Attachments:

The Measure S Public Safety Tax is scheduled to sunset on June 30, 2018. The revenue generated by this tax funds additional staff in the police and fire departments, capital expenditures in police and fire, graffiti abatement and gang prevention/intervention. The staffing includes one corporal, four police officers and a graffiti truck operator in Police and four firefighter/paramedics in Fire. City Council provided direction to staff to develop a plan for the eventual sunset of Measure S funds. Staff was also directed to fully staff all sworn police officers positions including those funded by Measure S. To begin, staff developed a five (5) year forecast for the general fund. The following are the assumptions in preparing the forecast:

REVENUES:

Property Tax: Since fiscal year 2011/12 the increase in property taxes has averaged approximately 3.04%. Based on the completion of several developments and the anticipated future development, property taxes are projected to grow 4% in each of the next five years.

Sales Tax: The City contracts with a sales tax consultant MuniServices. Part of their service is to study sales tax trends city, county and statewide. Each quarter they provide projected sales tax revenue for the next five years.

Intergovernmental Revenue: A majority of the intergovernmental revenue is motor vehicle in lieu tax which follows property tax and as such a 4% growth was projected.

Service Charges: Charges for ambulance services is the largest component of services charges, based upon the historical trend and the increase demand for ambulance, revenues were projected at 4% growth.

All Other Revenue – The projection of the other revenues, utility user tax, franchise fees, fines and permits was projected at 3% growth per year.

EXPENDITURES:

Wages and Benefits: Historically, wages have increased between 2% and 5% due to step increases, additional incentive pays or promotions. So, wages have been forecasted to increase 3% each year. CalPERS prepares an actuarial report each year to set the contribution rate for the upcoming fiscal year and an estimate for future years. The projected expenditure is based upon the actuarial received in October 2014. Health insurance expense has historically been particularly volatile. The City contracts with San Joaquin Valley Insurance JPA which has been able to keep health insurance rate increases lower than average. A 4% increase per year is projected.

Operations and Maintenance: Based upon the current consumer price index a 2% growth per year

is projected.

Capital Outlay: In the past fiscal years, capital outlay has been deferred due to the tough economic times. The forecast includes \$50,000 per year for capital outlay.

These assumptions provide the base for the absorption of the police and fire positions out of the Measure S fund into the general fund. All the assumptions used in these forecasts are subject to change as new economic information is available. In the Measure S fund, the Police Chief and Fire Chief included capital outlay that will be required for the efficient operations of their departments in the Measure S fund. Also, included in the Measure S fund is \$100,000 per year for gang prevention/intervention each year. Obviously, if any of these assumptions differ such as spending more on gang prevention/intervention or more on capital outlay, that will directly affect the number of police officer and fire fighters that the City can keep after the sunset of Measure S.

Based upon the above assumptions staff has prepared two scenarios to provide the City Council with a starting point for options in transitioning from Measure S. The first scenario moves two positions into the general fund each year the final positions are moved in the fifth year. The second scenario moves one position each year until the final year when all remaining positions are moved into the general fund and the funds in Measure S are depleted. Each of the scenarios has a significant impact on the general fund. In each year the general fund expenditures exceed revenues and the use of reserves are needed to balance the budget. In the shorter term scenario, general fund reserves are completely depleted and in the negative by fiscal year 2018/2019. In the longer term scenario, general fund reserves are projected to be completely depleted in fiscal year 2021/2021.

There are other variations to the presented forecasts that Council can consider. Such as:

- Move staff off of Measure S as the general fund can absorb and any positions still in the Measure S fund when the funds are depleted will be laid off.
- Leave all positions in Measure S fund through fiscal year 2017/2018 and at that time determine how many staff will be laid off and how many will be transferred to the general fund.
- Reduce expenditures for capital outlay, supplies and gang prevention/intervention each year to use those funds for staffing while the general fund revenues grow to fund the positions.
- Renew the Measure S tax at the same rate or lower with no sunset and continue to keep the increased police and fire staffing without negatively impacting the general fund.

Measure S
Proposed Ten Year Spending Plan
Updated 5/27/14

City of Sanger
3/4% Sales Tax Initiative
Ten Year Expenditure Plan

	ACTUAL FY 08-09	ACTUAL FY 09-10	ACTUAL FY 10-11	ACTUAL FY 11-12	ACTUAL FY 12-13	ACTUAL FY 13-14	AMENDED FY 14-15	PROJECTED FY 15-16	PROJECTED FY 16-17	PROJECTED FY 17-18	PROJECTED FY 18-19	PROJECTED FY 19-20
Carry Forward from Prior Year	\$ -	\$ 913,529	\$ 1,461,031	\$ 1,245,252	\$ 1,797,089	\$ 2,333,525	\$ 2,441,421	\$ 2,166,714	\$ 1,801,155	\$ 2,134,357	\$ 1,291,607	\$ 58,547
Sales Tax Revenue Earned	1,065,644	1,416,186	1,503,021	1,576,067	1,545,683	1,925,420	1,826,124	1,864,615	1,836,884	1,899,206		
Interest Earned	6,824	7,109	5,896	2,545	5,025	19,781	4,000	10,834	9,506	10,672		
Total Funding Available	1,072,468	2,336,824	2,969,948	2,823,864	3,347,797	4,278,726	4,273,545	4,042,162	3,747,555	4,044,235	1,291,607	58,547
Expenditures:												
Police:												
Other	4,371	15,360	397,038	358,940	700	1,854	3,850	3,927	4,006	4,086		
Other equipment	10,345	279,114			35,758	925	9,000	82,500	63,100	57,000	50,100	41,500
Police Officers (4)					363,338	339,768	503,530	518,636	534,195	550,221	566,727	
1 new Gang Officer/1 new Drug Officer												
Gang Injunction OT												
Supplies		24,904	17,555	12,745	6,981	11,710	84,000	84,000	84,000	84,000	50,000	
Professional Services		12,680	9,135	19,137	17,898	34,073	200,000	200,000	395,083	20,000	20,000	
Training		2,811	1,353	1,370	1,964	1,964	20,000	20,000	37,222	20,000	20,000	
3 Police Vehicles		9,924		4,971	8,648	37,222						
4 Police Vehicles & personal equipment			170,518			267,276		330,000	81,314	335,000	89,266	94,000
Graffiti Truck personnel			19,517			70,276	76,646	78,945		83,753		
Graffiti Abatement Truck			96,292			70,819						
Computers/Docking Stations			49,304				40,000					
Patrol Car												
Canine Unit												
Gang Prevention/Intervention						114,395						
Gang Intervention												
Subtotal - Police	132,172	344,792	760,712	578,443	66,093	98,600	250,000	100,000	100,000	100,000	100,000	135,500
Fire:												
Other	16,157	204,221	356,145	379,109	315	6,572	419,805	432,399	445,371	458,732	472,494	25,000
Personnel - 4 Firefighter/Paramedics		33,936	7,297	3,770	21,551	29,229	25,000	25,000	25,000	25,000	25,000	
Supplies		4,482	548									
Professional Services		3,936	7,924	5,832	10,147	18,649	30,000	30,600	31,212	31,836	32,473	33,122
Training		102,264	108,897									
Fire Engine (to be delivered in 10-11)		68,163	141,300			91,534						
Ambulance (to be delivered in 10-11)												
Ambulance Software												
Command Vehicle			39,905									
Ambulance							445,000					
Fire Engine												
Cardiac Monitors								370,000		225,000		1,000,000
Subtotal - Fire	16,157	417,002	963,984	448,332	442,616	579,976	919,805	922,999	726,583	1,552,569	529,967	58,122
Joint:												
State BOE Implementation	10,609	114,000										
Ballot Expenses												
Subtotal - Joint	10,609	114,000										
Total Expenditures	150,939	875,794	1,724,696	1,026,775	1,014,272	1,837,305	2,106,831	2,141,007	1,613,197	2,752,628	1,233,060	193,622
Net Available to Carryforward	\$ 913,529	\$ 1,461,031	\$ 1,245,252	\$ 1,797,089	\$ 2,333,525	\$ 2,441,421	\$ 2,166,714	\$ 1,901,155	\$ 2,134,357	\$ 1,291,607	\$ 58,547	\$ (135,076)