



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
SANGER COUNCIL CHAMBERS
AGENDA
May 5, 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 April 7, 2015 meeting
RECOMMENDATION: Approve minutes.

G. DEPARTMENT REPORTS

1. SUBJECT: Financial Statements – Measure S and Capital Outlay Schedule for the year to date ended March 31, 2015.
RECOMMENDATION: Information item.
2. SUBJECT: Measure S Gang Intervention/Prevention Grant Applications
RECOMMENDATION: That the Citizens Oversight Committee recommend to the City Council to approve grant applications with the following allocations: (1) \$29,100 for Boys & Girls Club Street Smart Program, (2) \$29,250 for Boys & Girls Club Project Purple Program, (3) \$40,000 for SAM, and (4) \$26,650 for Time & Destiny's Program.
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

1. **SUBJECT:** Affirmation of Grant Review Process and Procedures
RECOMMENDATION: (1) That the Citizens Oversight Committee uphold and adhere to the current Grant Review Process, Grant Program Criteria and Application Process, and (2) request and recommend that the City Council affirm the Grant Review Process, Grant Program Criteria and Application Process currently in place

K. NEXT SCHEDULED MEETING

1. The next meeting is scheduled for Tuesday, June 2, 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 May 7 and 21, 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
April 7, 2015
Regular Meeting – 6:00 P.M.**

A. CALL TO ORDER 6:00:25 PM

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

B. PLEDGE OF ALLEGIANCE

Vice-Chair Steinhauer led the flag salute.

C. ROLL CALL

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

Committee Members Absent: None

D. CEREMONIAL ITEMS 6:01:29 PM

None

E. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS 6:01:35 PM

None

F. CONSENT CALENDAR

1. SUBJECT: Minutes for March 3, 2015 meeting

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

G. DEPARTMENT REPORTS

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

Director Sultan presented the financial statements for Measure S and Capital outlay for the year to date ended February 28, 2015. She reported that according to Muni Services' review that we are on schedule to meet revenues as projected.

2. SUBJECT: Measure S Expenditure Plan Discussion 6:07:05 PM

Director Sultan provided an update to the 10 year expenditure plan.

In respect to the positions shown in Measure S, Secretary Adams stated that at the recent Council meeting Council had stated that they wanted to maintain the staffing levels. Director Sultan stated if we can control other expenses – capital and other misc. expenses, expenditures including gang/drug intervention/prevention, training, the plan is to work toward moving officers/firefighters slowly from Measure S to the general fund. Secretary Adams asked when the plan will start. Director Sultan stated probably not until Fiscal Year 2016-17. Secretary Adams asked about equipment that was previously projected/planned over the next few years. Director Sultan stated that both Chiefs are aware of the need to look at minimizing expenses.

6:13:14 PM

Chairperson Villalobos stated that former Councilmember Rodney Nielson stated back in 2009 that the city needed to start pulling staff off of Measure S. Director Sultan stated that revenues in the General Fund could not sustain the expense. Chairperson Villalobos asked what the plan is if Measure S is not renewed. Director Sultan stated that Fiscal Year 18-19 would be the first year in which layoffs would occur if revenues are not increased dramatically in General Fund. She further stated that the key is to tighten expenditures now in Measure S to better sustain the fund balance over a longer period of time.

The question was raised regarding percentages of positions represented in Measure S. Director Sultan responded that 6 out of 36 in PD and 4 out of 21 in FD are funded through Measure S. Chairperson Villalobos stated that dispatch is also a consideration of Measure S and General Fund.

6:20:33 PM

The committee inquired as to how long it takes to receive property tax from new homes. Director Sultan stated it usually takes 1 to 1 ½ years.

Director Sultan stated that the review of financials tonight is informational only and that at the May meeting a formal request for setting budget will take place. Secretary Adams asked for staff's recommendation. Director Sultan stated that she will meet with both Chiefs regarding capital outlay and to review grant recommendations.

3. SUBJECT: Fire Department Update 6:22:39 PM

Chief Tarascou gave an update on the Fire Department which included: ambulances are running good, the Department is offering a few new programs such as CERT on Wednesdays, (currently looking to retrofit one of the old ambulance in support of CERT), CPR classes coming up in May, Explorer program going strong (program is funded through a grant from FEMA). Committee Member Gonzales stated he has an interest in volunteering in the CERT program.

4. SUBJECT: Police Department Update 6:25:24 PM

Chief Rodriguez gave an update on the Police Department which included: currently working on developing next year's budget which has been a challenge, assessing needs for upcoming year ensuring department has adequate tools and training to ensure effective services to the community, there were three officer promotions to Corporal, Officer Carrillo and Silva both

with about 14-15 years with Sanger PD and Officer Bise with about 10 years with Sanger, Community Outreach and Meeting held at Unity Estates, and several upcoming events for opportunity to share safety/crime tips etc.

[6:30:14 PM](#)

Secretary Adams stated that public safety is so important to the community and wants to ensure Department has the best equipment. She further thanked the Sanger Herald for the Police Log/Service Calls.

Chief Rodriguez stated that any of the Committee Members are invited to participate in ride-alongs. He also mentioned that the Police Explorers will celebrate their 1 year anniversary in a couple months (started with 18, down to about 16).

[6:32:30 PM](#)

Committee Member Gonzales inquired about the speed monitoring equipment asking for an update. Chief stated that the Department is still working with Public Works to design a better way of installing them to deter vandalism.

[6:33:38 PM](#)

Chairperson Villalobos asked for an update on how the new Ford police vehicles are working out. Chief Rodriguez stated they are working well, very comfortable and mentioned more and more agencies going to this type of sport vehicle.

[6:34:32 PM](#)

Chairperson Villalobos asked if any of the Sanger officers are designated as a Drug/Gang Prevention officer. Chief stated that all officers are encouraged to engage in prevention and engagement with kids, etc. Chief encourages all officers to engage in the community to get out of vehicles and talk with them about their concerns, etc. Chairperson Villalobos also asked about the K-9 program and if the plan for the second dog is still being considered. Chief stated that they are looking to have dual-purpose dog and will be coming back to the Committee in the near future for funding consideration.

H. PUBLIC PARTICIPATION [6:37:36 PM](#)

Humberto Garza presented a concept paper to the Committee regarding a proposed Gang/Drug Prevention and Intervention Program. He mentioned that the concept paper was given to Mr. Haddix about a month ago. Mr. Garza is proposing that the program be run through the city directly and not through a non-profit. He is presenting the information to the Committee with the hope of receiving feedback as to whether the Committee is interested and is asking for recommendation.

[6:44:58 PM](#)

Chairperson Villalobos stated that when Mr. Garza first approached him, he encouraged Mr. Garza to work with the Schools on this concept.

Mr. Garza stated that he wants to start the program directly in the neighborhoods.

Committee Member Simpson asked if there are any programs in the city that Mr. Garza feels are working/effective. Mr. Garza stated that current program are mostly prevention which are good and recognizes that the most prevalent reason for gangs is boredom and wanting to belong. He further stated that we (Sanger) need to offer better alternatives.

[6:47:47 PM](#)

Vice Chair Steinhauer stated that the concept paper includes staffing and wanted clarification on whether these would be paid positions. Mr. Garza confirmed that they would be paid.

Mr. Garza further stated that the staff members are former gang members, prior prisoners, former drug users, all of whom have personal gang and drug experiences.

[6:48:47 PM](#)

David Mendes, Sanger citizen and homeowner approached the Committee and stated that he is the parent of 12 year old who attends WAMS. He stated that gang prevention/intervention is very important and that he is a volunteer at the SAM academy. He commented on the tremendous strive SAM has in reaching kids in the community to get involved. SAM also has curriculum to train parents to identify the signs of gang/drug use. Mr. Mendes asked the Committee to support SAM's grant proposal.

[6:54:43 PM](#)

Chairperson Villalobos brought to attention that a survey was provided in each water bill asking the community what is important for the Council to consider this next fiscal year and encouraged Mr. Mendes to voice his opinions through that mode of communication.

[6:56:44 PM](#)

Public comment was received from the school Counselor (Wilson, Del Rey, Lincoln) who has worked in education for 15 years. She was questioning what activities and services the City is currently offering as far as drug/gang prevention/intervention and referred to the DARE officer from years ago. She shared that the DARE program was productive and something along those lines would be beneficial to the community. She cited the need to work collaboratively with the school, community and city. She also mentioned the School Resource Officers is able to do these programs with funding through grants? She also mentioned the importance of looking at the numbers too – how many are being served – program effectiveness needs to include the number of kids.

Vice Chair Steinhauer confirmed that \$127K has gone to SAM, B&G Clubs, etc. for these type of programs and affirmed that very topic is what was talked about earlier in the meeting – deciding where Measure S funds should be allocated.

[7:04:12 PM](#)

Secretary Adams commented in regards to the drug/gang dollars spent through Measure S since inception in 2008 that 3.6% went toward that effort. She further commented that the funding decisions will be difficult.

I. STAFF COMMUNICATIONS

[7:05:37 PM](#)

Chief Tarascou informed the Committee that the Department is looking to put together a blood drive sometime mid-May in support of injured Fresno Fire Captain Pete Dern who sustained significant burns. He also mentioned that there is a fundraising effort for him on "Go Fund Me".

[7:08:34 PM](#)

Manager Haddix commented that this effort is reflective of the sense of family within the Fire Fighter profession. He also commented that the Sanger Police Department's outreach with Unity Estates is reflective of their engagement with the Sanger community.

[7:12:51 PM](#)

Committee Member Simpson shared that she is often asked "why is it that Sanger Fire and Police have such great equipment", her response is, "Measure S". Committee Member Simpson asked staff if there is any "fat" in the General Fund that can be cut out of the budget.

J. MATTERS INITIATED BY COMMITTEE MEMBERS

Chairperson Villalobos wanted to go on record to state "I am not in anybody's pocket and I won't be in anybody's pocket – just to be perfectly clear".

[7:16:44 PM](#)

Committee Member Gonzales stated that it appears everyone agrees that we need to be prudent in spending and recognize a need to have a gang prevention and outreach for youth. In the same token we need to be careful and take the dollars entrusted to us and stretch them as far as they can – we need to make an effort to look into this for any spare funding to help fund these programs.

[7:18:10 PM](#)

Committee Member Simpson asked how much money the Committee can consider for non-profits grant proposals. Manager Haddix responded that we are not looking for totally eradicating the funding but rather looking to move toward setting a range which in preliminary discussions was in the range of \$50-90K. He reminded the Committee that they serve as the conscious of the people and represent the buffer between the city and voters.

[7:20:19 PM](#)

Secretary Adams stated that the Grant Review Subcommittee will need to meet and will bring a recommendation to the Committee in May. Chairperson Villalobos reminded everyone that Measure S is comprised of 5 legs – police, fire, paramedic, 9-1-1, and gang/drug intervention and prevention.

K. NEXT SCHEDULED MEETING

The next meeting is scheduled for Tuesday, May 5, 2015 at 6 P.M.

L. ADJOURNMENT [7:22:16 PM](#)

Committee Member Gonzales moved to adjourn, Committee Member Simpson seconded, all were in favor; motion carried. The meeting adjourned at 7:22 P.M.

Minutes prepared by:

Kristina Chamberlin, Assistant to the City Manager

Attest:

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



To: Citizens Oversight Committee

From: Deborah Sultan, Finance Director

Date May 5, 2015

Subject: Financial Statements – Measure S, Capital Outlay Schedule and Expenditure Plan
Review of the Financial Statements year-to-date 3/31/15.

City of Sanger
Measure S
Statement of Revenues & Expenditures

As of: **3/31/2015** 9 Months = 75.0%

	<u>Budget</u>	<u>Year-to-Date</u>	<u>Percent</u>
Revenue			
Sales Tax	\$ 1,822,541	\$ 1,114,388	
Miscellaneous Income		\$ 49,000	
Interest Income	\$ -	\$ 4,497	
Total Revenue	\$ 1,822,541	\$ 1,167,885	64.08%
Expenditures-Police			
Wages & Benefits	463,687	245,972	53.05%
Services & Supplies	307,850	295,878	96.11%
Other Charges	40,000	4,798	11.99%
Total Operating Expenditures	811,537	546,648	67.36%
Capital Outlay	66,000	66,948	101.44%
Expenditures-Fire			
Wages & Benefits	420,298	196,989	46.87%
Services & Supplies	55,000	31,080	56.51%
Other Charges	-	74	0.00%
Total Operating Expenditures	475,298	228,142	48.00%
Capital Outlay	643,192	443,192	68.91%
Expenditures-Gang Prevention/Intervention			
Services & Supplies	250,000	127,431	50.97%
Net Operating Revenues (Expenditures)	\$ 535,706	\$ 265,664	
Fund Balance Forward from 13/14	1,796,662	2,441,418	
Less Capital Outlay	(709,192)	(510,141)	
Remaining Available Fund Balance	\$ 1,623,176	\$ 2,196,942	

City of Sanger
Measure S
Balance Sheet

As of: 3/31/2015

<u>Assets</u>	<u>7/1/2014</u>	<u>3/31/2015</u>
Cash	\$ 2,144,138	\$ 2,207,199
Accounts Receivable	313,800	-
Total Assets	<u>\$ 2,457,938</u>	<u>\$ 2,207,199</u>
<u>Liabilities</u>		
Accounts Payable	\$ 16,520	\$ 4,209
Compensated Absences Payable		\$ -
Total Liabilities	<u>\$ 16,520</u>	<u>\$ 4,209</u>
<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	198,718
Total Fund Balance	<u>\$ 2,441,418</u>	<u>\$ 2,202,990</u>
Total Liabilities and Fund Balance	<u>\$ 2,457,938</u>	<u>\$ 2,207,199</u>

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

POLICE

	<u>Budget FY 10-11</u>	<u>Spent FY 10-11</u>	<u>Spent FY 11-12</u>	<u>Spent FY 12-13</u>	<u>Spent FY 13-14</u>	<u>Budget FY 14-15</u>	<u>Spent/ Encumbered 3/31/2015 FY 14-15</u>	<u>Remaining FY 14-15</u>
Patrol Vehicles 208-040-101-7239	\$ 166,200.00	\$ 170,518.16					\$ -	144.19
Surveillance Cameras 208-040-101-7241	125,000.00	-				53,000.00	52,855.81	-
Graffiti Truck 208-040-101-7242	100,000.00	96,291.83						-
Computer Docking Stns 208-040-101-7243	57,300.00	49,304.10						-
Canine Vehicles 208-040-101-7239			62,460.26					-
Canine Equipment 208-040-101-7230			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			-
	\$ 448,500.00	\$ 316,114.09	\$ 118,895.48	\$ 35,758.34	\$ 267,276.03	\$ 66,000.00	\$ 66,948.11	(1,092.30)
								(948.11)

FIRE

	<u>Budget FY 10-11</u>	<u>Spent FY 10-11</u>	<u>Spent FY 11-12</u>	<u>Spent FY 12-13</u>	<u>Spent FY 13-14</u>	<u>Budget FY 14-15</u>	<u>Spent/ Encumbered 3/31/2015 FY 14-15</u>	<u>Remaining FY 14-15</u>
Fire Engine (ladder) 208-050-101-7235	\$ 300,957.83	\$ 300,967.82					\$ -	-
Ambulance 208-050-101-7236	140,000.00	141,300.01						2.20
Breathing Apparatus 208-050-101-7237	90,367.10	90,367.10				443,192.41	443,190.21	-
Command Vehicle 208-050-101-7238	40,000.00	39,904.76						-
Misc Equipment 208-050-101-7230	9,121.24	9,020.13						-
Cardiac Monitors 208-050-101-7230			59,540.42					-
Computer Notebooks 208-050-101-7243	10,511.66				42,721.63			-
Ambulance software 208-050-101-7243					48,812.71			-
Protective clothing 208-050-101-7230								-
	\$ 590,957.83	\$ 581,559.82	\$ 59,540.42	\$ -	\$ 91,534.34	\$ 643,192.41	\$ 443,190.21	2.20



Citizens Oversight Committee

REPORT TO THE COMMITTEE

To: Chairperson & Committee Members
From: Deborah Sultan, Finance Director
Subject: Measure “S” Gang Intervention/Prevention Grant Applications

Attachments:

On March 11, 2015 the internal review committee consisting of Police Chief Silver Rodriguez, Committee Member Jeanne Adams and Finance Director Deborah Sultan met to review the Measure “S” grant applications received. The following applications were received:

o Boys & Girls Club Street Smart	\$ 38,800
o Boys & Girls/Project Purple	\$ 39,000
o SAM Academy –Coding & Robotics	\$ 9,636
o SAM Academy- STEM & Arts Academy	\$129,030
o Time in Destiny – Training & Employment	<u>\$ 50,810</u>
o Total	\$267,276

The focus of the meeting was to 1) determine if the programs for which they were requesting funding met the criteria of the gang intervention/prevention component of the Measure “S” Public Safety Sales Tax measure; 2) determine if the grant applications met the grant criteria as specified by the Citizens’ Oversight Committee; and 3) determine the level of funding, if any. During the review the committee agreed the applicants met the criteria of being a legitimate non-profit organization, eligible to receive a Measure “S” grant. The applicants are properly registered with the State of California as 501(c)(3) non-profit and charitable organizations. The committee reviewed each of the grant applications and determined that more information was needed. After the meeting, the Finance Director sent out requests to some of the applicants requesting more information or clarification of the information provided.

The committee met again on March 26, 2015. The committee reviewed the responses and then the discussion focused on the amount of funds available with the sunset of the Public Safety Tax in June 2018. The Finance Director provided the committee with what would ultimately become a City Council agenda item, detailing the costs charged to the Measure S fund and the scenarios moving the Police and Fire personnel into the general fund. The outcome of that committee meeting was the committee wanted to wait until receiving direction from the City Council regarding the amount of Measure S tax revenue that would be available for gang prevention/intervention.

The City Council reviewed the agenda item on the Measure S transition. After the City Council meeting, members of the internal review committee met with the City Manager to discuss the amount of funds available for gang intervention/prevention grants. The budget for the 2014/15 fiscal year is \$250,000 of which approximately \$125,000 has been encumbered or spent. After direction from the City Council, committee members agreed that the changes needed included a reduction in the gang

prevention/intervention budget to \$125,000 for the 2015/2016 fiscal year and an increase in the accountability for organizations receiving Measure S funds. As Measure S comes closer to its sunset beginning the fiscal year 2018/2019, they also discussed more narrow funding criteria such as new programs only and/or a maximum funding of 25%.

Following the meeting with the City Manager, members of the committee visited some of the organizations and met with staff to see the programs and the number of participants. The committee met again on April 23rd to make final recommendations on the grant applications.

RECOMMENDATION:

The following is the recommendation of the internal review committee:

○ Boys & Girls Club/Street Smart	\$ 29,100
○ Boys & Girls Club/Project Purple	\$ 29,250
○ SAM Academy	\$ 40,000
○ Time & Destiny	<u>\$ 26,650</u>
○ Total	\$125,000

The grants involving the Boys & Girls Club will be funding at 75% of the requested amount. For SAM Academy the total recommended is to assist with the programs as the organization sees the need. These applications are continuation of programs that have been funded by Measure S.

Time and Destiny is a new grant applicant. The proposed program is reaching a different demographic, young adult intervention and the funding is specific to Sanger. Some of the concerns of the committee were that Measure S funds requested are 100% of the program budget and the high cost per participant ratio. This program is scheduled to begin in January 2016. The committee is recommending Measure S funds to fund 52% of the program. These funds will be made available on a matching basis either cash or in-kind or when Time and Destiny can demonstrate they can create a viable program with the reduced funding.

The last recommendation of the internal review committee is for the following additional grant requirements to take effect immediately upon receipt of Measure S funds:

- Organizations must submit quarterly written reports to the City with the following information
 - Number of participants
 - Curriculum covered
 - Measure S money spent
 - Participants' evaluations

In addition, the committee would like to see a monitoring program implemented where members of the Citizens Oversight Committee make scheduled and unscheduled visits to see the programs in action.