



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)  
REGULAR MEETING AGENDA  
MARCH 6, 2018  
6:00 PM  
SANGER COUNCIL CHAMBER  
1700 7<sup>TH</sup> STREET, SANGER**

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

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

**E. 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 (5) five minutes.)*

**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 the special meeting held on January 30, 2018 and the regular meeting held on February 6, 2018.  
**RECOMMENDATION:** Approve minutes.

**G. DEPARTMENT REPORTS**

1. **SUBJECT:** Measure S Budget, Revenue and Expenditure Reports -- January 2018.  
**RECOMMENDATION:** This is not an action item. It is for information and review purposes only.
2. **SUBJECT:** Compliance Audit.  
**RECOMMENDATION:** That the Citizen's Oversight Committee consider contracting with Brown Armstrong CPAs to perform additional procedures to render an opinion for a compliance audit.

3. SUBJECT: Resolution No. 4361 – Establish Gang/Drug Prevention Services.  
RECOMMENDATION: The Citizen's Oversight Committee is recommending that the percentages allocated to gang prevention programs be in compliance with Resolution 4361.
4. SUBJECT: Reallocation of Non-Profit Grant Funding.  
RECOMMENDATION: The Citizen's Oversight Committee is recommending that the funding allocated to and subsequently not accepted by non-profit organizations be reallocated to the remaining non-profit organizations.
5. SUBJECT: Police Department Update.  
RECOMMENDATION: Information item.
6. SUBJECT: Fire Department Update.  
RECOMMENDATION: Information item.

#### ***H. STAFF COMMUNICATIONS***

#### ***I. MATTERS INITIATED BY COMMITTEE MEMBERS***

#### ***J. NEXT SCHEDULED MEETING***

1. The next regular meeting is scheduled for Tuesday, April 3, 2018 at 6 p.m.
1. City Council meetings are held on the first and third Thursday of each month. The next regularly scheduled City Council meetings will be held March 15 and April 5, 2018.

#### ***K. ADJOURNMENT***



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)  
SPECIAL MEETING MINUTES  
JANUARY 30, 2018  
6:00 PM  
SANGER COUNCIL CHAMBER  
1700 7<sup>TH</sup> STREET, SANGER**

**A. CALL TO ORDER**

The Committee called their Special Meeting to order at 6:00:09 PM.

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Committee Member Tony Gonzales.

**C. ROLL CALL**

Present: Chair Sue Simpson, Vice Chair Joann Mares, Secretary James Miser, Committee Member Tony Gonzales, Committee Member Melissa Griggs  
Absent: None

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

The Committee by motion of Member Griggs approved the agenda as presented. The motion was seconded by Secretary Miser and approved by the following vote:

AYES: Simpson, Mares, Miser, Gonzales, Griggs  
NOES: None  
ABSTAIN: None  
ABSENT: None

**E. INFORMATION ITEM**

- 1. SUBJECT: Resolutions Regarding Supplement and Supplant.

City Manager Tim Chapa and Administrative Services Director Gary Watahira provided information regarding Resolution No. 4122 seeking to clarify Ordinance No. 1094 and the intent that revenues supplement, not supplant existing City expenditures for public safety.

Secretary Miser said the presentation indicated there needed to be a minimum dollar amount spent and asked City Attorney Hilda Cantú Montoy if that was her interpretation. He said the resolution indicates that if revenues dropped there would be a minimum guarantee but there is a percentage of the General Fund that needs to be spent on public safety. He said the dollar figures for expenditures are only for General Fund expenditures with the analysis including Measure S funds and in his opinion the analysis is flawed and needs to be redone.

City Attorney Montoy said the Committee could request further clarification with respect to doing the same analysis based on the percentage rather than saying the analysis is flawed.

Secretary Miser requested the City Attorney conduct a review of the sentence that indicates there shall be a percentage of General Fund revenue that shall be appropriate for public safety departments beginning in 2008 and 2009 and shall apply to all fiscal years.

Public comment:

Kevin Carter said the part about the percentage was skipped and said all the information needs to be provided for thorough discussion and understanding.

Henry Provost asked when the resolution discussed was discovered and said he would like an explanation of how supplement and supplant has been interpreted and applied.

Efren Rubio said the audit should be done first before continue with making changes.

#### ***F. DEPARTMENT REPORTS***

1. **SUBJECT:** Ordinance Clarifying Expenditure Language of Sanger Police, Fire, Paramedic 9-1-1 Emergency Response and Gang/Drug Prevention Special Transactions and Use Tax Ordinance (known as Measure S Ordinance).

City Attorney Montoy said the City Council has the authority to amend the ordinance and the goal is to receive direction from the COC as a body as to what kind of language they would like to see in the ordinance.

Secretary Miser said he has done some research and said this process is similar to federal grant funds. He read definitions regarding federal grant funds according to the 2017 Office of Management and Budget Requirements.

Member Gonzales said the COC nor the City Council should make changes and that the voters should be able to provide input. He recommended a compliance audit be done first then shared with the public at a community meeting.

Chair Simpson said she would like to see having an annual compliance audit added to the ordinance. She also asked that it be defined if expenses are dollar amounts or categories and if expenditures are baseline dollar amounts or personnel categories such as Measure S funded positions versus non-Measure S positions.

Secretary Miser thanked City Manager Chapa for bringing Resolution 4122 to their attention. He said it is his opinion that prior staff made no attempts to comply with the resolution in the past. He said the 2012 attorney letter does speak to the qualitative and quantitative aspects. He said 4122 takes a quantitative approach and the City Attorney letters take a line item approach. He said the Office of Management and Budget guidelines would indicate that

raises for police would be inappropriate. He said the best thing to do would be to start with Resolution 4122. He said the audited numbers should be used when determining general fund revenues of 2008.

**Public comment:**

Mike Montelongo said if the pay raises are considered to be out of compliance then payment to non-profit groups and money given to Wilson School for the computer lab should be considered in determining compliance. He said all funds used for non-public safety should be reviewed. He said he believes Measure S is working and is happy that the Police and Fire Departments are fully staffed because it makes the City safer.

Jeanne Adams said it should not be taken to the citizenry. She said the COC has the knowledge base and understanding of the ordinance to recommend changes and because it would be difficult to get the community involvement hoped for. She said the ordinance itself is the verbiage and would be nice to have clarification. She said a formula is needed to help apply the ordinance to the decisions made. She said using percentages are good because inflation can be applied.

Dick Sheppard said he remembers the discussion that took place regarding Resolution 4122. He said it is his recollection that when the Measure S ordinance was first created it did not envision giving to non-profit groups. He said the awarding to non-profit groups evolved when Brian Haddix was the city manager and was voted by the City Council. He said it came about as a result of pressure from various groups of the City.

Police Chief Silver Rodriguez asked the Committee that as they consider the changes to the ordinance, they keep the process in mind and do not make it harder to qualify expenses under Measure S. He said since his arrival in mid 2012 he studied Measure S and can assure that all the funds that have been charged have been for safety equipment, cars, weapons, and anything that can be used to help make the Department's job better. He said he contacted many people during the Measure S renewal and they wanted the Fire and Police Departments well trained and well equipped.

Greg Tarascou said he became the Fire Chief in 2013 but has been here since 2001 and has a good recollection of what Measure S was intended for in 2008. He said it was intended for public safety, not funding non-profits. He said the intent was to not go below the floor established in 2008. He said there has never been a time when Measure S monies were moved to pay for anything besides public safety. He recommended looking at establishing a minimum floor that the General Fund needs to pay rather than a percentage.

**Public comment:**

Kevin Carter said if the dollar figure is going to be used, an inflation factor should be included.

City Attorney Montoy summarized the Committee's recommendations on changes to the expenditure language of the Measure S ordinance: use a baseline dollar amount (similar to Resolution 4122); keep original language but add what supplant and supplement means then follow with a formula; no CPI/inflation; annual compliance audit; maintenance of effort with respect to personnel.

The City Attorney said the draft ordinances will be presented to the COC prior to presentation to the City Council.

***G. ADJOURNMENT***

Being no further business the Committee adjourned their special meeting at [7:37:40 PM](#).



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)  
MINUTES  
FEBRUARY 6, 2018  
6:00 PM  
SANGER COUNCIL CHAMBER  
1700 7<sup>TH</sup> STREET, SANGER**

**A. CALL TO ORDER**

The Committee called their meeting to order at [6:00:39 PM](#).

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Member Tony Gonzales.

**C. ROLL CALL**

Present: Chairperson Sue Simpson, Vice Chair JoAnn Mares, Secretary James Miser,  
Members Tony Gonzales and Melissa Griggs

Absent: None

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

The Committee by motion of Secretary Miser approved the agenda as presented. The motion was seconded by Vice Chair Mares and approved by the following vote:

AYES: Simpson, Mares, Miser, Gonzales, Griggs

NOES: None

ABSTAIN: None

ABSENT: None

**E. PUBLIC PARTICIPATION**

None.

**F. PRESENTATION**

1. Measure S Grant Recipient Quarterly Report:

**Unity Estates Community Services Program- Community Resident Services, Inc.**

Representatives of the Unity Estates Community Services Program provided an overview of the events and activities participants engaged in. The funds received from Measure S were spent on school supplies, accessories and laptop computers (six laptops).

### **G. CONSENT CALENDAR**

1. **SUBJECT:** Minutes for the special meeting held on July 25, 2017 and the regular meeting held on January 2, 2018.

The Committee by motion of Member Gonzales approved the minutes on the Consent Calendar. The motion was seconded by Member Griggs and approved by the following vote:

AYES: Simpson, Mares, Miser, Gonzales, Griggs  
NOES: None  
ABSTAIN: None  
ABSENT: None

### **H. DEPARTMENT REPORTS**

1. **SUBJECT:** Measure S Budget, Revenue and Expenditure Reports – December 2017.

Administrative Services Director Gary Watahira presented the December financial statement.

Chairperson Simpson expressed concern with the direction Measure S funds are headed

Public Comment:

Kevin Carter stated this year Measure S has spent more money than revenues coming in.

Joe Villalobos stated that when he served on the Committee it was projected after sunset they would have money for five more years. They weren't spending all the money, now it looks like they're spending more than what's coming in.

Director Watahira stated that based on what was adopted and current revenues, yes they're spending more than what's coming in. However, that is not always the case. Revenues are going up. He is also preparing for midyear so he will take a look at the numbers again.

Chief Tarascou stated the fund balance is high. He said they are trying to make it so they spend their money every year. In the past, fund balance grew high. They are now trying to draw that down by paying for what they haven't in the past years and spending on what they now need.

2. **SUBJECT:** APPROVED - Purchase of Animal Control Vehicle.

Chief Rodriguez presented on this item. The current animal control truck is 17 years old. In the past years it's needed several repairs that have become more costly and it's best to replace the vehicle. Local dealers were contacted and the lowest bid was Martin Chevrolet in Fresno.

Member Gonzalez asked what will happen to the old vehicle.



Chief Rodriguez stated Public Works has requested it to be used in their department as well as the undercover detective unit. No decisions have been made yet.

Secretary Miser stated that if the vehicle is sold, whatever money is made should go back to the Measure S fund.

**Public Comment:**

Joe Villalobos made a comment about a previously mentioned ordinance about a certain percentage or money coming from General Fund for this use.

Henry Provost stated he didn't understand why something previously paid for from the General Fund is now being covered by Measure S fund.

Secretary Miser stated it's all dependent on how the Committee wants to define the base or what definition they want to use.

The Committee by motion of Secretary Miser moved to affirm that the expenditures of \$26,640 for the purchase of an animal control vehicle and the related emergency equipment/accessories is an appropriate use of the Measure S funds. The motion was seconded by Member Gonzales and approved by the following vote:

AYES: Simpson, Mares, Miser, Gonzales  
NOES: Griggs  
ABSTAIN: None  
ABSENT: None

3. SUBJECT: APPROVED - Fence Installation Around Camera Poles for JFK Park, Faller Park, Cesar Chavez Park and Jenni Park.

Chief Rodriguez presented on this item. This is related to the recent cameras installed at the parks. The cameras contain solar equipment at the top and the fence is to secure and protect the cameras. Five bids were submitted and lowest bid is from Selma.

**Public Comment:**

Jonny Perez stated he agrees with the expenditure. He also suggested that in the future they look into anticipated cost with new projects.

The Committee by motion of Vice Chair Mares affirmed the expenditure of funds in the amount of \$4,750 to install and construct fencing around the CCTV camera units at the four locations is an appropriate use of Measure S funds. The motion was seconded by Member Griggs and approved by the following vote:

AYES: Simpson, Mares, Miser, Gonzales, Griggs  
NOES: None  
ABSTAIN: None  
ABSENT: None

4. SUBJECT: Measure S Grant Disbursement Procedures Amendment.

Director Watahira presented this item.

Public Comment

Johnny Perez stated that if they applied for a grant and got the grant, the remaining amount from other agencies should go back to the fund, not the remaining nonprofits.

Kevin Carter stated that in his observation the Council had no problem overriding COC decision. Yet with something this minor they send it back.

Joe Villalobos stated that when he served on the Committee payments were once a year and the organizations would present once a quarter on how the money was spent. If they failed to meet any of the requirements they were disqualified from receiving funds the following year.

The Committee by motion of Secretary Miser moved that the City dispense the rest of the funds to the nonprofits immediately (within 24 hours of Council approval) and that future approved disbursements be given on July 1<sup>st</sup>, the beginning of the fiscal year. The motion was seconded by Chairperson Simpson and approved by the following vote:

AYES: Simpson, Mares, Miser, Gonzales, Griggs  
NOES: None  
ABSTAIN: None  
ABSENT: None

5. SUBJECT: Police Department Update.

Chief Rodriguez reported they completed the crime statistics and they are down 14% from last year. In 2016 they were at a 9% decrease from 2015. A big contribution to this is the police department being fully staffed. They are also gearing up for the Blossom Trail events.

6. SUBJECT: Fire Department Update.

Chief Tarascou reported they are starting up the second half of the fiscal year. He will be bringing some new items to the Committee.

***I. STAFF COMMUNICATIONS***

Director Watahira stated he is working on finding a date and time that works for everyone who will be a part of the ad hoc committee for the compliance audit.

***J. MATTERS INITIATED BY COMMITTEE MEMBERS***

Secretary Miser stated Resolution 4361 states that 50% plus \$1 of Measure S funds needs to be allocated to gang prevention programs. He said they can't give the City more than the programs and they haven't been doing that. With the consensus of the Committee he would like to have Resolution 4361 as a discussion item and recommend they come in compliance with Resolution 4361. Consensus was reached.

Member Gonzalez asked for consensus to place the compliance audit on the next agenda so that the Committee can forward recommendations to get it moving along. Consensus was reached.

Member Griggs would like the compliance audit ad hoc committee to meet soon.

Chairperson Simpson would like to discuss what to do with the money that was allocated, but never spent from two of the nonprofit organizations, totaling to \$21,897, on the next agenda. Consensus was reached. She also asked for consensus to discuss a recent CalPERS article and the unfunded liability that will be passed to Sanger and other cities. Consensus was not reached.

***K. NEXT SCHEDULED MEETING***

1. The next regular meeting is scheduled for Tuesday, March 6, 2018 at 6 p.m.
1. City Council meetings are held on the first and third Thursday of each month. The next regularly scheduled City Council meetings will be held February 15 and March 1, 2018.

***L. ADJOURNMENT***

Being no further business the Committee adjourned their meeting at [7:33:38 PM](#).



Agenda Item No.:

9-1

# CITY OF SANGER

## REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

**To:** Citizen's Oversight Committee  
**From:** Gary Watahira, Administrative Services Director  
**Subject:** Measure S Budget, Revenue and Expenditure Reports  
**Attachments:** Measure S Budget, Revenue, and Expenditure Reports for January 2018

### 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 Report for the month of January 2018. This report includes the adopted budget amounts, expenditures that have been incurred during the month and year to date, and revenue that have been received during the month and year-to-date. The report also includes the percentages of revenues and expenditures received/spent year-to-date. The year-to-date expenditures through January 31, 2018, are 38.69% of the budget, and revenues are at 47.10 % of the budget. Due to normal processing times; the posting of activity is frequently about one month behind. At year end, additional postings to the fund may be made for up to 2 (two) months.

### Highlights:

- Revenues continue to come in strong. Budget vs. Actuals year to date compared to last year is up 8%. Year to date FY 17 was 39%, FY 18 is 47%.
- New graphs showing expenditure trends was suggested and provided by Committee Member Miser. The new graph provides better information for the committee.
- Interest postings for the 3<sup>rd</sup> quarter will be posted by the April COC meeting.

Prepared by: Gary Watahira

Approved by: \_\_\_\_\_

REVIEW: City Manager: \_\_\_\_\_

Finance: \_\_\_\_\_

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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**BACKGROUND:**

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

**REASON FOR RECOMMENDATION:**

The report is for informational and review purposes only.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A

**ACTIONS FOLLOWING APPROVAL:**

N/A

**City of Sanger**  
**Measure S**  
**Adopted Budget For FY 2017-18 and**  
**Revenue & Expenditure Report For the Month Ended January 31, 2018**

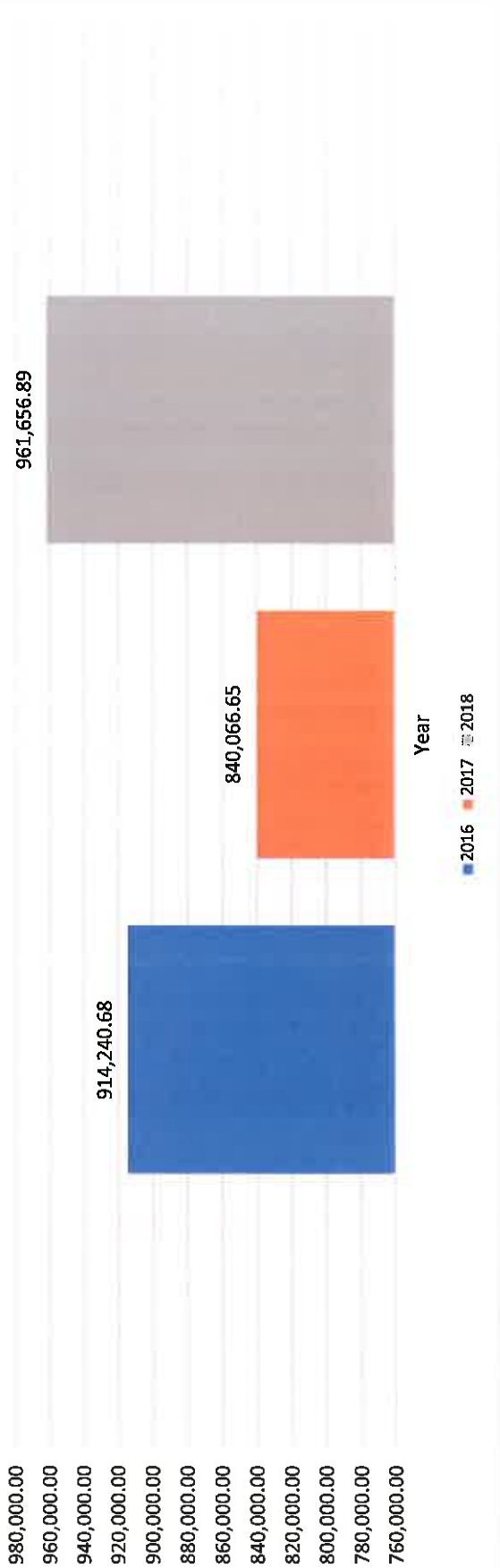
	<b>Adopted Budget</b>	<b>Month To Date</b>	<b>Year-To- Date -</b>	<b>Percent, Year-To- Date</b>
<b>Revenue</b>				
Sales Tax	2,042,946	142,200	962,156	47.10%
Miscellaneous Income	0	0	0	0.00%
Interest Income	0	0	3,158	0.00%
<b>Total Revenue</b>	<b>2,042,946</b>	<b>142,200</b>	<b>965,314</b>	<b>47.10%</b>
<b>Expenditures - Police</b>				
Wages Measure S	438,951	43,657	238,058	54.23%
Wages General Fund	83,898	6,992	48,941	58.33%
Overtime	75,000	2,623	31,653	42.20%
Other Benefits	293,260	17,513	114,642	39.09%
<b>Total Wages &amp; Benefits</b>	<b>891,109</b>	<b>70,784</b>	<b>433,294</b>	<b>48.62%</b>
Services & Supplies	154,345	7,653	102,769	66.58%
Other Charges	0	0	0	0.00%
<b>Total Operating Expenditures</b>	<b>1,045,454</b>	<b>78,437</b>	<b>536,063</b>	<b>51.28%</b>
Capital Outlay	124,275	0	1,383	1.11%
Gang Prevention/Intervention	101,151	0	61,580	60.88%
<b>Total Police Expenditures</b>	<b>1,270,880</b>	<b>78,437</b>	<b>599,026</b>	<b>47.13%</b>
<b>Expenditures - Fire</b>				
Wages-Measure S	248,634	23,144	147,936	59.50%
Wages General Fund	43,312	3,609	25,265	58.33%
Overtime	35,000	996	27,073	77.35%
Other Benefits	135,764	12,664	82,162	60.52%
<b>Total Wages &amp; Benefits</b>	<b>462,710</b>	<b>40,413</b>	<b>282,435</b>	<b>61.04%</b>
Services & Supplies	68,934	3,728	59,447	86.24%
Other Charges	0	0	0	0.00%
<b>Total Operating Expenditures</b>	<b>531,644</b>	<b>44,142</b>	<b>341,882</b>	<b>64.31%</b>
Capital Outlay	685,600	243	21,763	3.17%
<b>Total Fire Expenditures</b>	<b>1,217,244</b>	<b>44,384</b>	<b>363,645</b>	<b>29.87%</b>
<b>Total Operating Expenditures, Capital Outlay &amp; Gang Prevention/Intervention</b>	<b>2,488,124</b>	<b>122,822</b>	<b>962,670</b>	<b>38.69%</b>
Net Operating Revenues (Expenditures)	(445,178)	19,378	2,644	
Prior Period Encumbrance-Ambulance	(272,333)	0	(19,449)	
<b>Fund Balance Forward from FY 2016-17</b>	<b>3,461,925</b>		<b>3,461,925</b>	
<b>Remaining Available Fund Balance</b>	<b>\$2,744,413</b>		<b>\$3,445,120</b>	

At month end, there are \$272,109 of outstanding encumbrances for capital outlay.

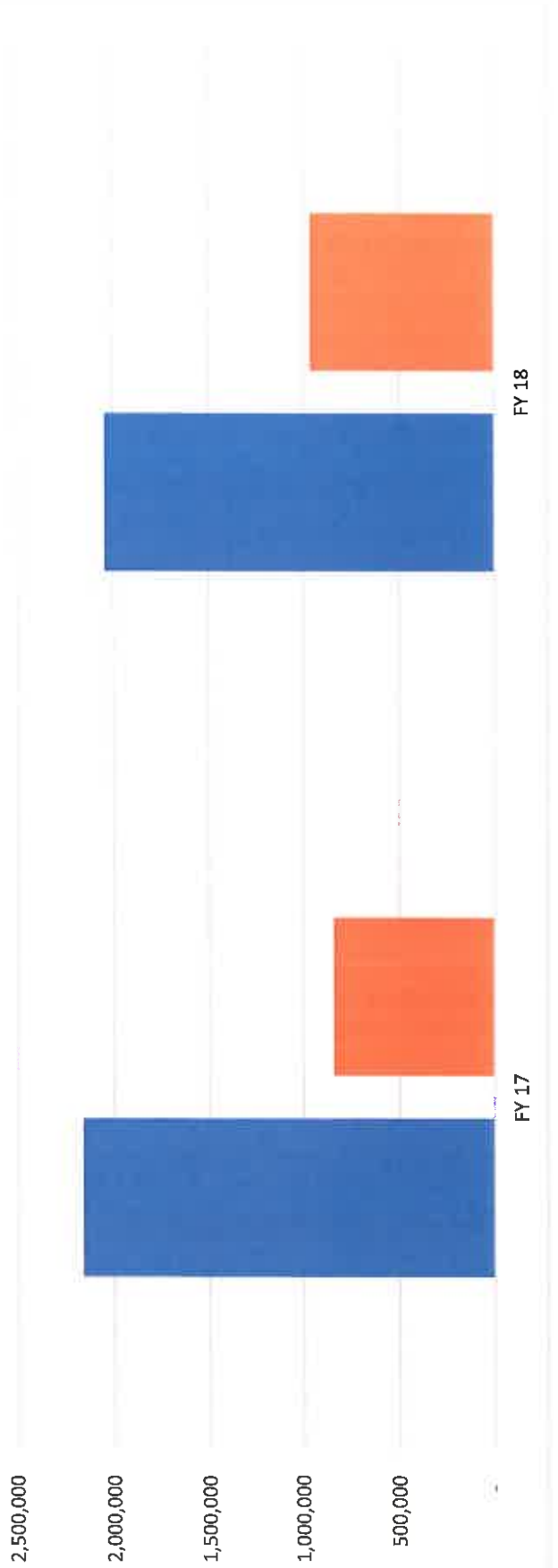
Revenues and expenditures shown reflect known activity through the report date on a cash basis. Typically, additional activity is accrued and recorded for four to eight weeks after the period ends.

To separate current year activity from prior years, the Fire Department's FY 17 Capital Outlay encumbrance of \$272,333 is reflected in the equity section of the financial report.

### Measure S Revenue By Fiscal Year to Date FY 2016-2018



### Measure S Revenue Budget vs. Actual

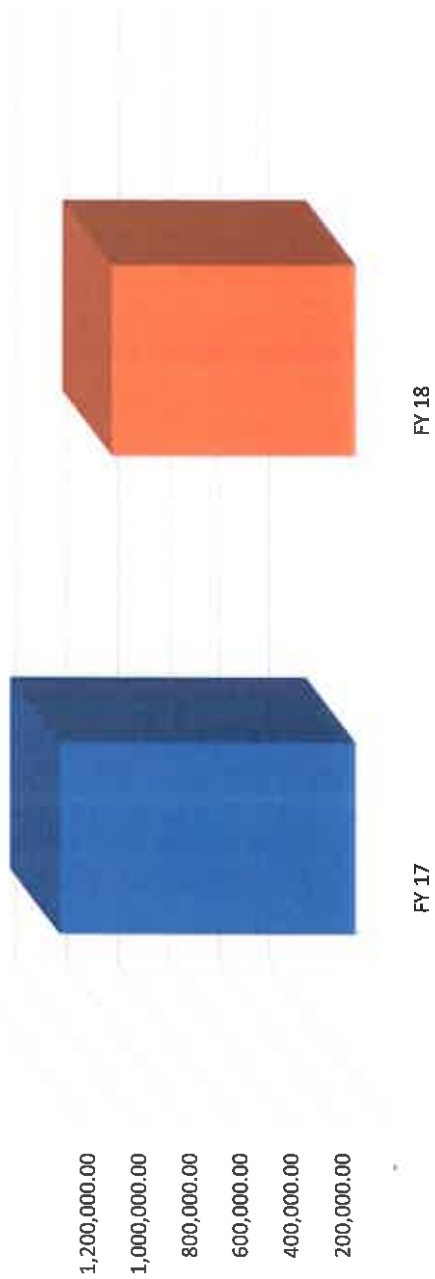


## Measure S Revenue By Month FY 2016-2018

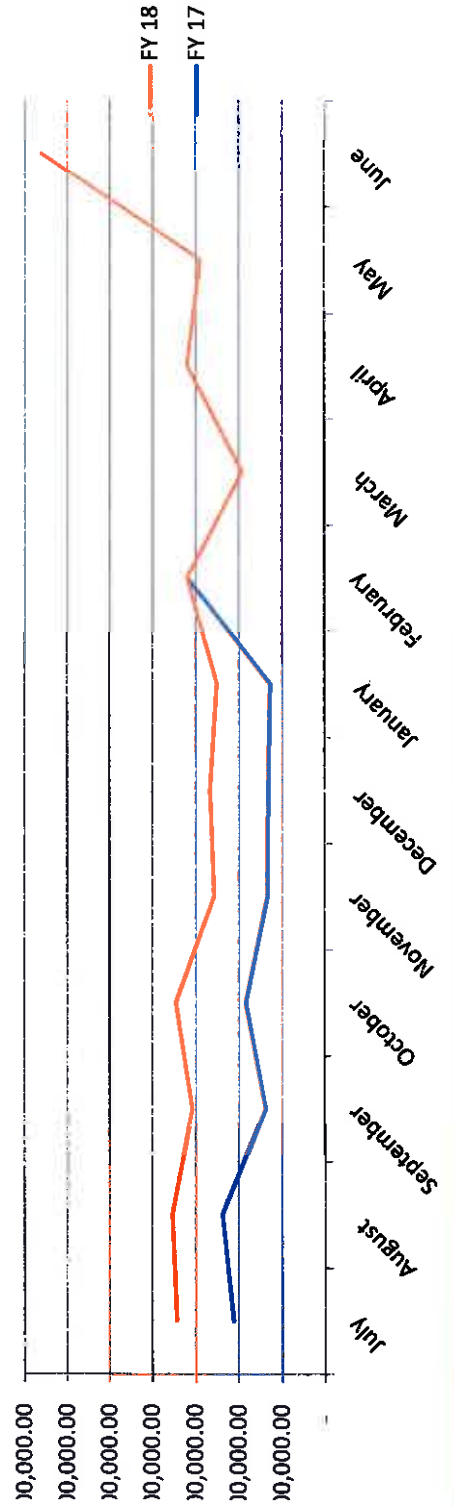




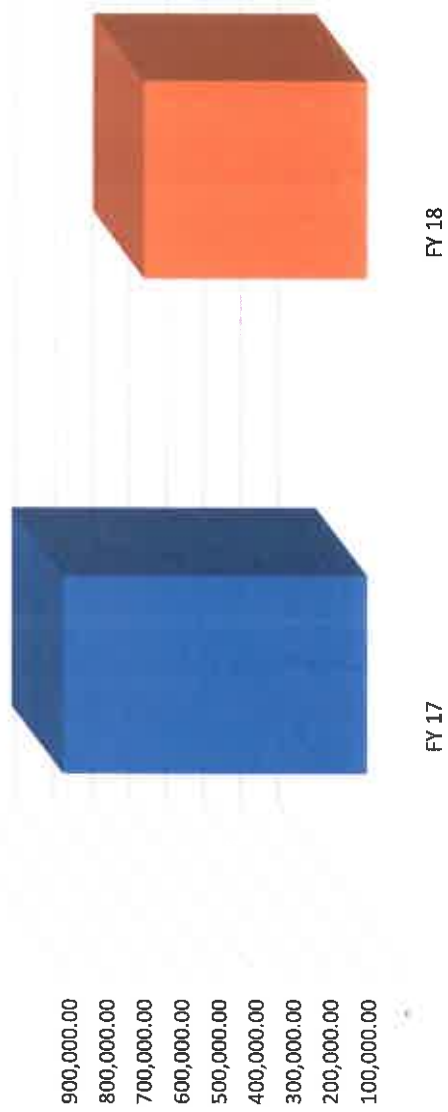
### Total Measure S Expenditures - Year to Date



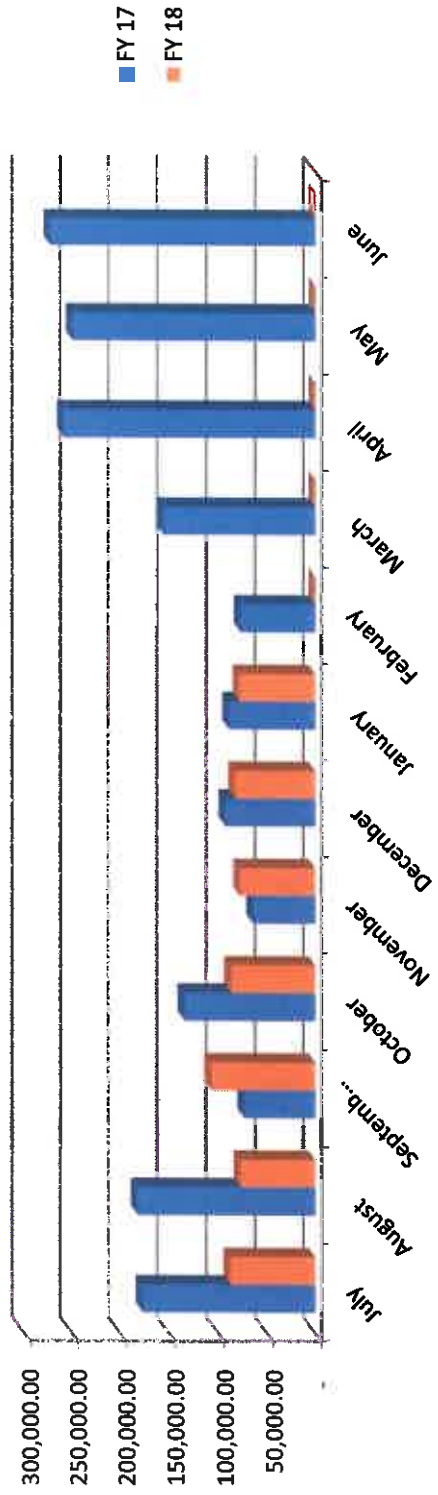
### Total Measure S Expenditures by Month



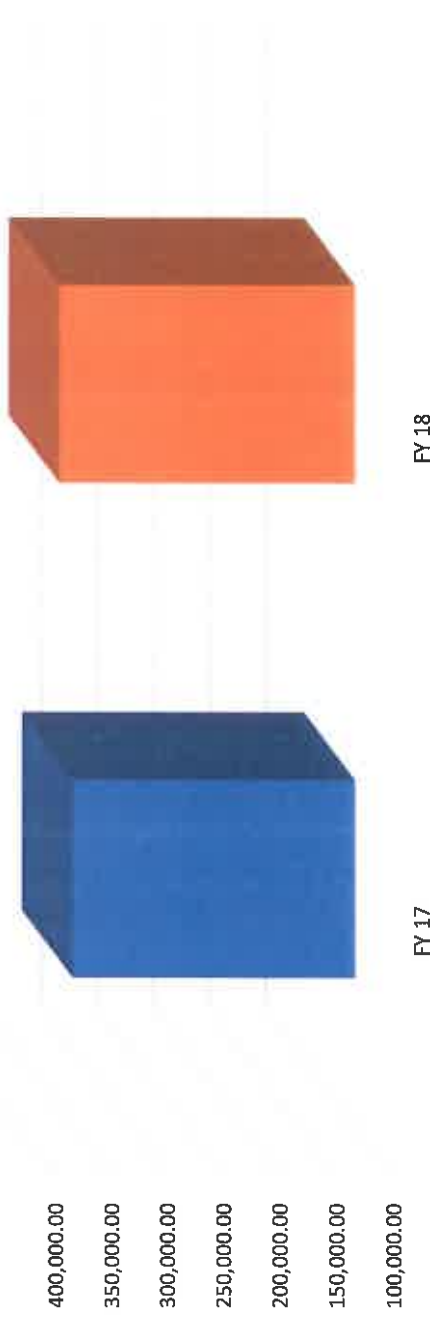
### Measures S Police - Year to Date



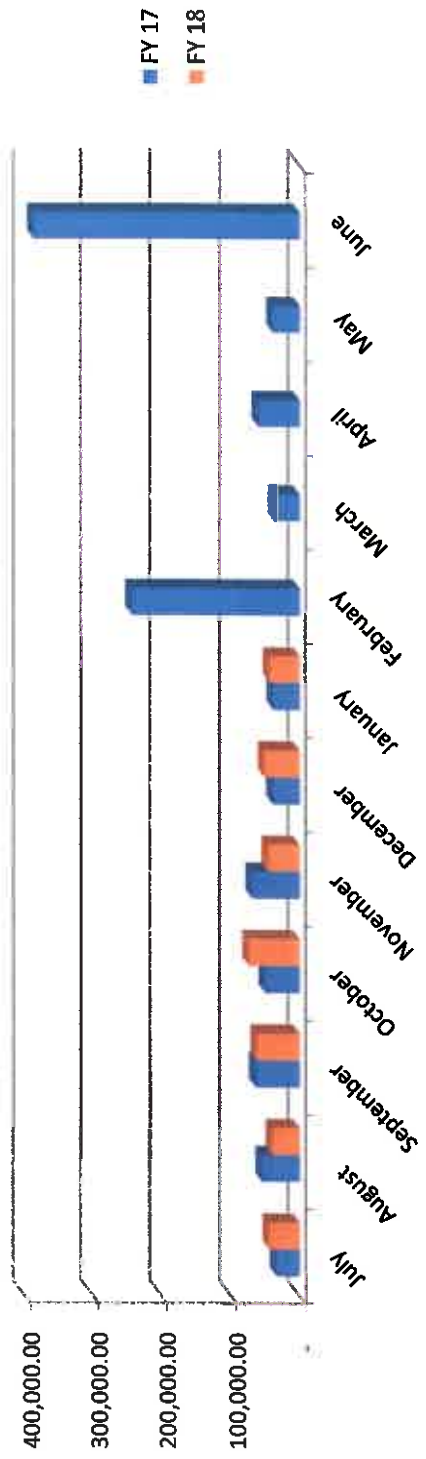
### Measure S Police Expenditures



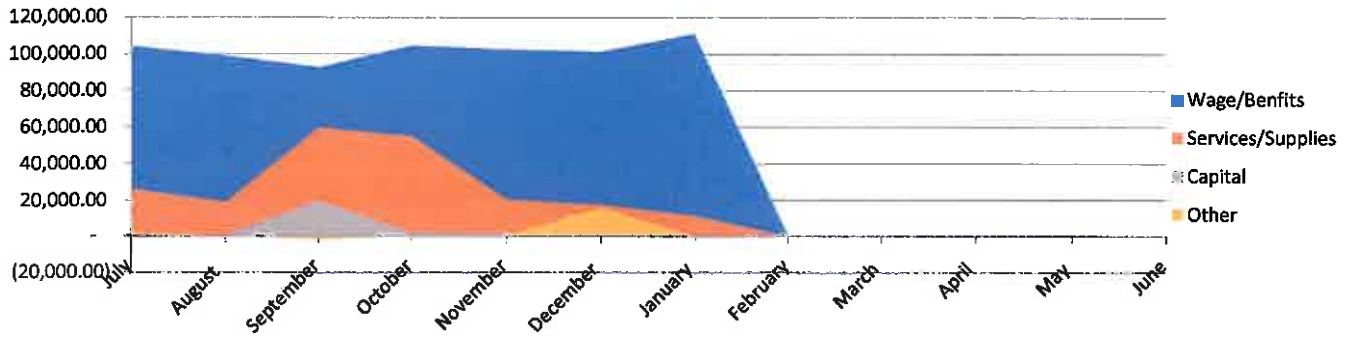
### Measure S Fire Expenditures - Year to Date



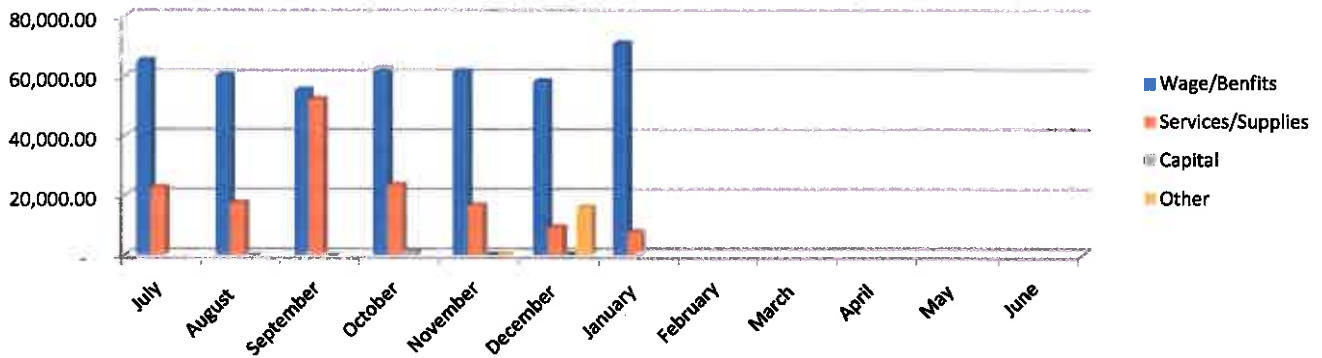
### Measure S Fire Expenditures



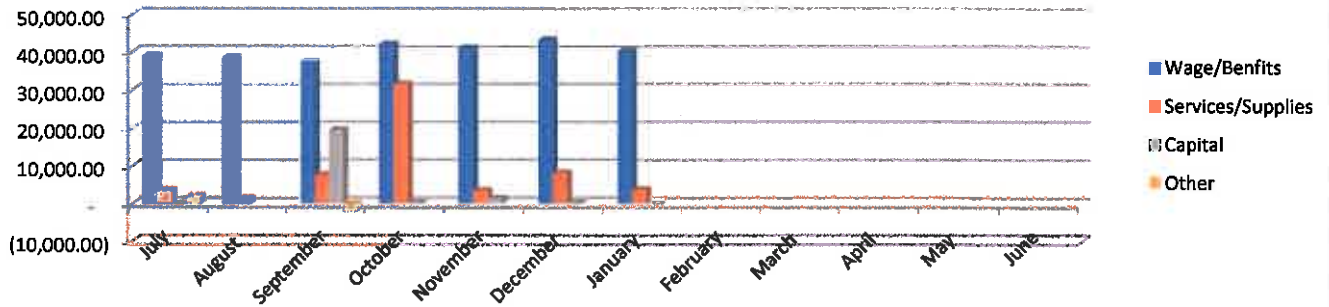
Measure S Expenditures by Category



Police Measure S Expenditure by Category



Fire Measure S Expenditure by Category





# CITY OF SANGER

## REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

**To:** Citizen's Oversight Committee  
**From:** Gary Watahira, Administrative Services Director  
**Subject:** Consideration to contract with Brown Armstrong CPAs to perform a compliance audit

**CONFLICT OF INTEREST:**

None.

**RECOMMENDATION:**

The Citizen's Oversight Committee (COC) consider contracting with Brown Armstrong CPAs to perform additional procedures to render an opinion for a compliance audit. If approved, Brown Armstrong CPAs will be recommended to the Sanger City Council.

**EXECUTIVE SUMMARY:**

Per direction of the COC, an ad-hoc committee consisting of Committee Member James Miser, Committee Member Melissa Griggs and Administrative Services Director Gary Watahira met on February 12, 2018. It was decided that contracting with Brown Armstrong CPAs to perform additional procedures and provide an opinion for a compliance audit would be the best recommendation to present to the Sanger City Council.

**BACKGROUND:**

Measure S was first adopted on February 5, 2008, took effect on July 1, 2008, and was set to expire after ten years following the effective date. The extension of Measure S to June 30, 2028 was approved at the general municipal election held on November 8, 2016. The COC recommended a compliance audit for Measure S. The RFP for the audit was issued on April 19, 2017 with a deadline for proposal submission of May 31, 2017. On June 15, 2017, the four companies submitting proposals were interviewed by the RFP

Prepared by: Gary Watahira

Approved by: \_\_\_\_\_

REVIEW: City Manager: \_\_\_\_\_

Finance: \_\_\_\_\_

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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committee. The proposers included Brown Armstrong CPAs, Patel and Associates, LLP, Hudson, Henderson & Company, Inc, and Eadie and Payne, LLP. The proposed cost for services ranged from \$15,450 to \$60,000. Brown Armstrong CPA's proposed price was \$23,400.

On July 5, 2017, the Brown Armstrong CPA's audit report was presented to COC. The audit completed was based on agreed upon procedures which did not meet the expectations of a compliance audit. Therefore, the COC determined that a full compliance audit is needed and directed an ad-hoc committee to provide a recommendation. The ad-hoc committee recommended that Brown Armstrong CPAs apply additional procedures and issue an opinion as required of a compliance audit. .

**REASON FOR RECOMMENDATION:**

To move forward with Brown Armstrong CPAs to perform additional procedures and opinion issued for the compliance audit.

**FISCAL IMPACT:**

Estimated to be \$4,000 for additional procedures and opinion.

**ALTERNATIVES:**

Not recommend contracting with Brown Armstrong CPAs.

**ACTIONS FOLLOWING APPROVAL:**

The COC's recommendation will be presented to the Sanger City Council.



# CITY OF SANGER

## REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

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**To:** Citizen's Oversight Committee  
**From:** Gary Watahira, Administrative Services Director  
**Subject:** Discussion of Resolution No. 4361 - Establish Gang/Drug Prevention Services

**CONFLICT OF INTEREST:**

None.

**RECOMMENDATION:**

The Citizen's Oversight Committee (COC) is recommending that the percentages allocated to gang prevention programs be in compliance with Resolution 4361.

**EXECUTIVE SUMMARY:**

Per discussion at the COC February 6, 2018 meeting, concerns were expressed that the percentages allocated to the Police Department and the non-profit agencies are not in compliance with Resolution 4361.

**BACKGROUND:**

Resolution 4361 states:

- 7. Authorize that a draft budget be presented to the COC in which a majority of funds be allocated to community non-profits with the remainder to city sponsored programs.

The Fiscal Year 2018 budget for gang prevention is \$101,151. The Police Chief will address in detail the resources available to the Police Department for gang prevention.

Prepared by: Gary Watahira

Approved by: \_\_\_\_\_

REVIEW: City Manager: \_\_\_\_\_

Finance: \_\_\_\_\_

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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**REASON FOR RECOMMENDATION:**

Recommend to the Sanger City Council that the budget be amended to ensure percentages for the Gang/Drug Prevention Program are allocated to the Police Department and non-profits per Resolution 4361.

**FISCAL IMPACT:**

Fiscal impact will be determined if amount is identified to be in non-compliance with Resolution 4361. Alternative funding will be identified.

**ALTERNATIVES:**

Budget for the Gang Prevention Program will remain the same.

**ACTIONS FOLLOWING APPROVAL:**

Recommendation of the COC will be brought to the Sanger City Council.



RESOLUTION NO. 4361

A RESOLUTION OF THE CITY OF SANGER TO ESTABLISH GANG/DRUG PREVENTION SERVICES

WHEREAS, the citizens of the City of Sanger passed Measure S in 2007 ; and

WHEREAS, the Sanger City Council adopted Ordinance 1094, an ordinance of the voters of the City of Sanger adding Article VI to Chapter 66 of the Sanger City Code, enacting a special ¼ cent transaction and use tax for public safety ; and

WHEREAS, Section 66-214 of the Ordinance 1094 states that "All proceeds of the tax levied and imposed hereunder shall be accounted for and paid into a special Public Safety Trust Fund or account designated for use by the City of Sanger for the Police, Fire, Paramedic, 9-1-1 Emergency, and Gang/Drug Prevention Services.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the City Council of the City of Sanger, State of California;

1. Invest in gang/drug prevention;
2. Partition dollars between public safety and community non-profits;
3. Adopt criteria for grant funding, allowing both churches and schools to now apply, including that not more than 15% of grant award be used for Administration of a project or event. In the case of church application, proselytizing during a project or event is prohibited;
4. Broadcast availability of grant funding;
5. Direct that basic requirements of funding applications be evaluated by the City Manager combined with a review by an internal review committee for feasibility and fiscal sustainability;
6. Require performance evaluation presentations before a Council/COC joint meeting; and,
7. Authorize that a draft budget be presented to the COC in which a majority of funds be allocated to community non-profits with the remainder to city sponsored programs.

\* \* \* \* \*

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted and passed by the City Council for the City of Sanger, California, at a regular meeting held on the 19<sup>th</sup> day of July 2012, by the following vote:

AYES: COUNCILMEMBERS: MITCHELL, ONTIVEROS, RUIZ, NIELSON  
 NOES: COUNCILMEMBERS: NONE  
 ABSTAIN: COUNCILMEMBERS: NONE  
 ABSENT: COUNCILMEMBERS: CASTELLANO

  
 \_\_\_\_\_  
 Becky Hernandez, Deputy City Clerk



# CITY OF SANGER

## REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

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**To:** Citizen's Oversight Committee  
**From:** Gary Watahira, Administrative Services Director  
**Subject:** Reallocation of Non-Profit Grant Funding

**CONFLICT OF INTEREST:**

None.

**RECOMMENDATION:**

The Citizen's Oversight Committee (COC) is recommending that the funding allocated to and subsequently not accepted by non-profit organizations be reallocated to the remaining Non-Profit Organizations.

**EXECUTIVE SUMMARY:**

Per discussion at the COC February 6, 2018 meeting, the COC expressed the desire to address the funding allocated to and subsequently not accepted by non-profit organizations. The organizations no longer participating are Project Purple, which was allocated \$13,897 and the Young Marines allocated \$8,000. Project Purple did receive one payment of \$3,474 of which \$800 was returned with documentation of expenses. Total funding not accepted is \$19,223.

**BACKGROUND:**

On May 2, 2017, The COC approved the Measure S Gang Prevention/Intervention Grant Applications. Since approval, Project Purple and the Young Marines have decided not to participate. Project Purple was allocated \$13,897 and the Young Marines, \$8,000. Project Purple did receive one payment of \$3,474 of which \$800 was returned with documentation of expenses. The COC expressed interest in reallocating the funds from the non-profit organizations choosing not to participate.

Prepared by: Gary Watahira

Approved by: \_\_\_\_\_

REVIEW: City Manager: \_\_\_\_\_

Finance: \_\_\_\_\_

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

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**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: \_\_\_\_\_

The reallocated funding would be distributed based on a pro-rata share of the total as follows:

<b>Organization Remaining</b>	<b>Annual Total</b>	<b>Reallocation %</b>	<b>Reallocation \$</b>
Community Science Workshop	\$ 43,623	52%	\$ 9,909
Boys and Girls Club	\$ 12,445	15%	\$ 2,827
Big Brother Big Sisters (Unity Estates High School Bigs Program)	\$ 4,361	5%	\$ 991
Big Brother Big Sisters (Bigs in Blue)	\$ 2,746	3%	\$ 624
Community Resident Services Inc.	\$ 21,448	25%	\$ 4,872
	<b>\$ 84,623</b>	<b>100%</b>	<b>\$ 19,223</b>

It is important to note that the grant distributions were based on a scope of work provided by the non-profit organizations. In order to maintain accountability of the Measure S Grant funds, the COC should consider what additional scope will be provided by the increased funding and also consider that the fiscal year will be ending in June which provides a short time to administer additional scope to their programs. None of the above non-profits have been asked to submit additional scope for the reallocated funding, nor has it been verified that they would have time within the next few months to perform such additional scope.

**REASON FOR RECOMMENDATION:**

Recommend to the Sanger City Council that the grant funding for non-profit organization choosing not to participate be reallocated to the participating non-profit organization.

**FISCAL IMPACT:**

No budgetary impact since funds will be reallocated and not increased.

**ALTERNATIVES:**

The funding for non-profit organization will not be reallocated and remain in the Measure S Fund.

**ACTIONS FOLLOWING APPROVAL:**

Recommendation of the COC will be brought to the Sanger City Council.