



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
REGULAR MEETING AGENDA
SEPTEMBER 5, 2017
SANGER COUNCIL CHAMBER
6:00 P.M.**

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. CEREMONIAL ITEMS

Swearing in of reappointed Committee Member James Miser and newly appointed Committee Member Melissa Griggs.

E. REORGANIZATION OF COMMITTEE OFFICERS

1. Vice-Chairperson accepts nominations and conducts election proceedings for the position of Chairperson of the Citizen's Oversight Committee.
2. Newly elected Chairperson accepts nominations and conducts the election proceedings for the position of Vice Chair of the Citizen's Oversight Committee.
3. Newly elected Chairperson accepts nominations and conducts the election proceedings for the position of Secretary of the Citizen's Oversight Committee.

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. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

H. CONSENT CALENDAR

1. **SUBJECT:** Minutes for the special meetings held on July 5, 2017 and July 25, 2017.
RECOMMENDATION: Approve minutes.

I. DEPARTMENT REPORTS

2. **SUBJECT:** Measure S Budget, Revenue and Expenditure Reports – June 2017.
RECOMMENDATION: This is not an action item. It is for information and review purposes only.
3. **SUBJECT:** Police Department Update.
RECOMMENDATION: Information item.
4. **SUBJECT:** Fire Department Update.
RECOMMENDATION: Information item.

J. STAFF COMMUNICATIONS

K. MATTERS INITIATED BY COMMITTEE MEMBERS

L. NEXT SCHEDULED MEETING

1. The next meeting is scheduled for Tuesday, October 3, 2017 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 held September 7, 2017 and September 21, 2017.

M. ADJOURNMENT



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
SPECIAL MEETING MINUTES**

July 5, 2017

6:00 P.M.

Sanger Council Chamber

A. CALL TO ORDER

The Committee called their meeting to order at [6:00:17 PM](#).

B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mayor Gonzalez.

C. ROLL CALL

Present: Chairperson Jeanne Adams, Vice Chair Sue Simpson, Secretary Tony Gonzales,
Committee Member Jim Miser, Committee Member Joann Mares

Absent: None

D. PUBLIC PARTICIPATION

None.

E. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

By motion of Committee Member Mares, the Committee approved the agenda as presented. The motion was seconded by Committee Member Miser and approved by the following vote:

AYES: Adams, Simpson, Gonzales, Miser, Mares

NOES: None

ABSTAIN: None

ABSENT: None

F. CONSENT CALENDAR

By motion of Vice Chair Simpson the Committee approved the following items on the Consent Calendar:

1. SUBJECT: APPROVED - Minutes for the regular meeting held on June 6, 2017.
2. SUBJECT: APPROVED - Cancellation of the August Regular Meeting.
The Citizen's Oversight Committee cancelled the August 1, 2017 regular meeting due to a conflict with the National Night Out Event.

The motion was seconded by Secretary Gonzales and approved by the following vote:

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

G. DEPARTMENT REPORTS

1. **SUBJECT**: REVIEWED - Measure S Budget, Revenue and Expenditure Reports- May 2017.

Interim Administrative Services Director Gary Watahira presented the Measure S Budget, Revenue and Expenditure Reports for May 2017.

2. **SUBJECT**: TABLED - Measure S Compliance Audit.

Public comment:

Dick Sheppard provided comment in support of delaying approval of the item until the Committee can speak with the firm directly.

Donna Bailey provided comment in support of delaying approval of the item until the Committee can speak with the firm directly.

The Committee by motion of Committee Member Miser tabled the item to a special meeting date to be determined. The motion was seconded by Secretary Gonzales and approved by the following vote:

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

3. **SUBJECT**: Police Department Update.
4. **SUBJECT**: Fire Department Update.

Fire Chief Tarascou reported that public safety experienced a very busy 4th of July.

H. STAFF COMMUNICATIONS

Director Watahira presented information regarding Measure S Revenue. A copy of the report is included with these Minutes as "Attachment A".

I. MATTERS INITIATED BY COMMITTEE MEMBERS

Vice Chair Simpson asked if interviews were conducted with the auditing firms recommended by the Committee. Director Watahira indicated that the four firms listed on the staff report were the only responding firms.

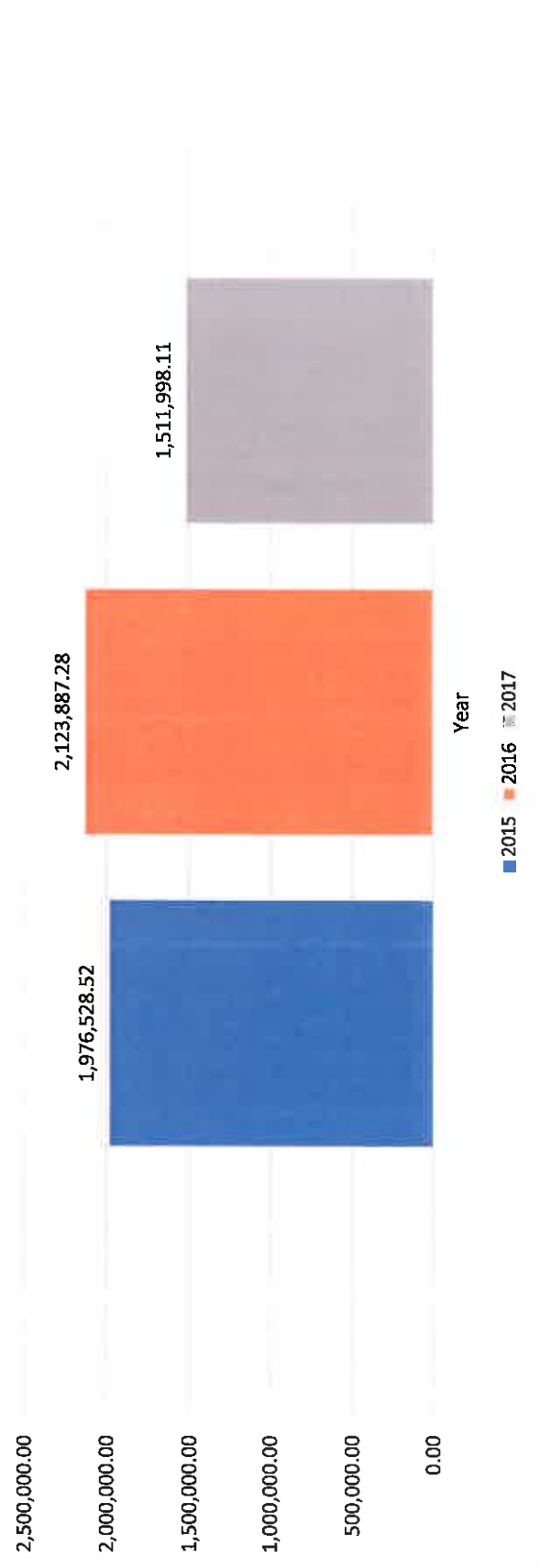
J. NEXT SCHEDULED MEETING

1. The next meeting is scheduled for Tuesday, September 5, 2017 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 held July 6, 2017 and July 20, 2017.

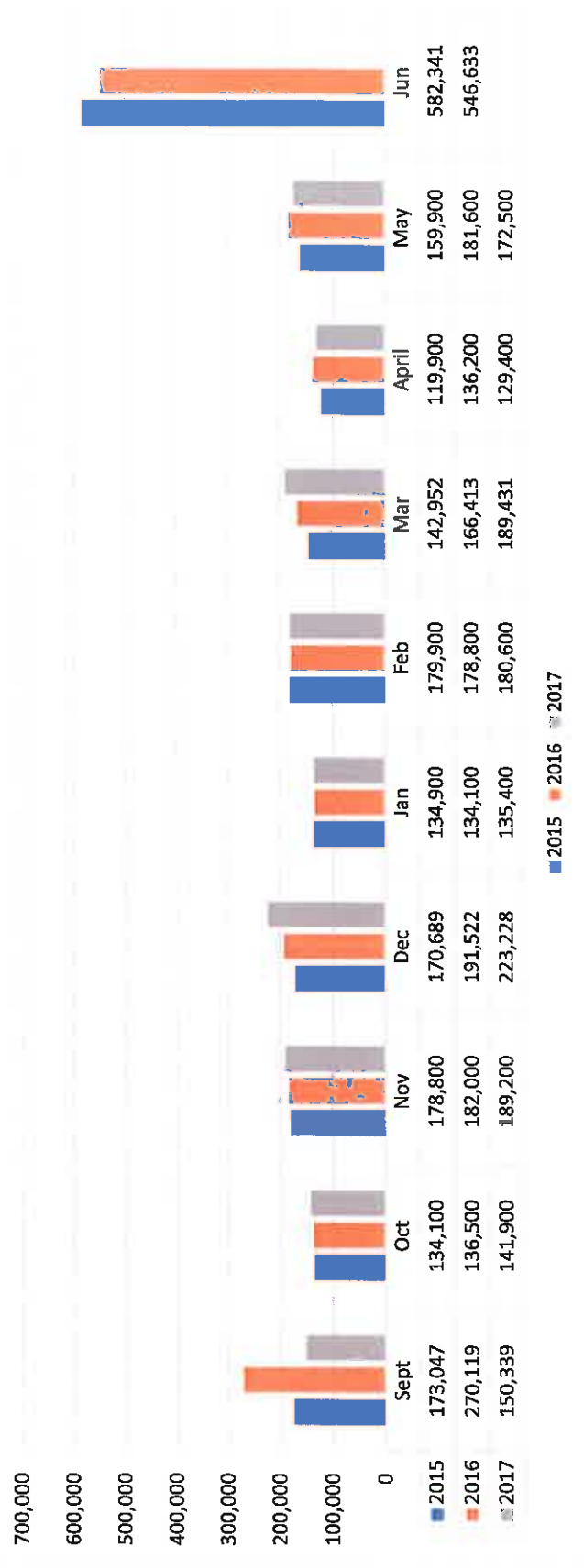
K. ADJOURNMENT

Being no further business the Committee adjourned their meeting at 6:39:46 PM.

Measure S Revenue By Fiscal Year
FY 2015-2017



Measure S Revenue By Month
FY 2015-2017





**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)
SPECIAL MEETING MINUTES**

July 25, 2017

6:00 P.M.

Sanger Council Chamber

A. CALL TO ORDER

The meeting was called to order at [6:00:32 PM](#).

B. PLEDGE OF ALLEGIANCE

The flag salute was led by Secretary Gonzales.

C. ROLL CALL

Present: Chairperson Jeanne Adams, Vice Chair Sue Simpson, Secretary Tony Gonzales,
Committee Member Joann Mares, Committee Member Jim Miser

Absent: None

D. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS

The Committee by motion of Member Miser moved to approve the agenda as presented. The motion was seconded by Vice Chair Simpson and approved by the following cote:

AYES: Gonzales, Simpson, Adams, Mares, Miser

NOES: None

ABSTAIN: None

ABSENT: None

E. DEPARTMENT REPORTS

1. SUBJECT: Measure S Compliance Audit.

Member Miser moved to not make the recommendation to award the Measure S Compliance Audit to Brown Armstrong CPAs. The motion was seconded by Secretary Gonzales and denied by the following vote:

AYES: Gonzales, Miser

NOES: Simpson, Adams, Mares

ABSTAIN: None

ABSENT: None

The Committee by motion of Vice Chair Simpson moved to make recommendation to the City Council to award the Measure S Compliance Audit to Brown Armstrong CPAs. The motion was seconded by Member Mares and approved by the following vote:

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

F. STAFF COMMUNICATIONS

None.

G. MATTERS INITIATED BY COMMITTEE MEMBERS

Committee Member Miser expressed his disappointment in the decision of the Committee as well as other items not related to the agenda.

Chair Person Adams stated this would be her last official meeting.

H. ADJOURNMENT

Being no further business the Committee adjourned their special meeting at [6:40:01 PM](#).



CITY OF SANGER

REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

To: Citizen's Oversight Committee
From: Gary Watahira, Interim Administrative Services Director
Subject: Measure S Budget, Revenue and Expenditure Reports
Attachments: Measure S Budget, Revenue, and Expenditure Reports for June 2017.

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 June 2017. 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 June 30, 2017 are at 75.15% of the budget, and revenues are at 86.41 % of the amount estimated (The June accrual will be posted by the next COC meeting, updated financial statements for June will be provided). 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.

BACKGROUND:

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

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: _____

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 2016-17 and
Revenue & Expenditure Report For the Month Ended June 30, 2017**

| | Adopted Budget | Month of June | Year-To- Date - 100.00% | Percent, Year-To- Date |
|--|--------------------|------------------|-------------------------------|------------------------------|
| <u>Revenue</u> | | | | |
| Sales Tax | 2,160,371 | 354,813 | 1,866,811 | 86.41% |
| Miscellaneous Income | 10,000 | 0 | 0 | 0.00% |
| Interest Income | 0 | 0 | 0 | 0.00% |
| Total Revenue | 2,170,371 | 354,813 | 1,866,811 | 86.01% |
| <u>Expenditures - Police</u> | | | | |
| Wages | 459,731 | 26,223 | 439,667 | 95.64% |
| Overtime | 75,000 | 3,688 | 52,890 | 70.52% |
| Other Benefits | 245,772 | 13,960 | 207,485 | 84.42% |
| Total Wages & Benefits | 780,503 | 43,870 | 700,043 | 89.69% |
| Services & Supplies | 123,540 | 7,899 | 99,208 | 80.30% |
| Other Charges | 0 | 0 | 0 | N/A |
| Total Operating Expenditures | 904,043 | 51,769 | 799,251 | 88.41% |
| Capital Outlay | 949,860 | 211,008 | 901,653 | 94.92% |
| Gang Prevention/Intervention - Services & Supplies | 125,000 | 0 | 118,438 | 94.75% |
| Total Police Expenditures | 1,978,903 | 262,777 | 1,819,342 | 91.94% |
| <u>Expenditures - Fire</u> | | | | |
| Wages | 304,535 | 15,101 | 256,549 | 84.24% |
| Overtime | 70,000 | 2,941 | 34,326 | 49.04% |
| Other Benefits | 112,493 | 8,454 | 128,226 | 113.99% |
| Total Wages & Benefits | 487,028 | 26,496 | 419,101 | 86.05% |
| Services & Supplies | 66,956 | 9,594 | 58,175 | 86.89% |
| Other Charges | 0 | 0 | 0 | N/A |
| Total Operating Expenditures | 553,984 | 36,090 | 477,277 | 86.15% |
| Capital Outlay | 912,250 | 2,586 | 292,557 | 32.07% |
| Total Fire Expenditures | 1,466,234 | 38,676 | 769,833 | 52.50% |
| Total Operating Expenditures, Capital Outlay & Gang Prevention/Intervention | 3,445,137 | 301,453 | 2,589,175 | 75.15% |
| Net Operating Revenues (Expenditures) | (1,274,766) | 53,360 | (722,364) | |
| Fund Balance Forward from FY 2015-16 | 3,923,750 | | 3,923,750 | |
| Remaining Available Fund Balance | \$2,648,984 | | \$3,201,386 | |

At month end, there are \$612,112 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.