



AGENDA

Measure N Public Safety Transaction & Use Tax Citizen's Oversight Committee Meeting

Council Chambers, Chowchilla City Hall
130 S. Second Street, Chowchilla, CA 93610

Thursday, February 27, 2020 - 3:00 p.m.

Agendas for all "Measure N" Public Safety Transactions & Use Tax Citizen's Oversight Committee meetings are posted at least 72 hours prior to the meeting at the Civic Center, 130 S. Second St., Written communications from the public for the agenda must be received by the City Clerk no less than 7 days prior to the meeting date.

Any writing or documents provided to a majority of the Citizen's Oversight Committee regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter. In addition, most documents will be posted on the city website at www.CityofChowchilla.org.

The City of Chowchilla complies with the Americans with Disabilities Act (ADA of 1990). The Council Chambers is accessible to the physically disabled. If you need special assistance, please call (559) 665-8615, ext. 102 at least 4 days prior to the meeting.

CALL TO ORDER/ROLL CALL:

Chair: Brian Esteves

Vice Chair: Paige Hill

Committee Members: Kelly Hanna, Daniel Red, Cheryl Salter

City staff and contract employees present at the meeting will be noted in the minutes

PLEDGE OF ALLEGIANCE:

PUBLIC ADDRESS

This time is reserved for members of the audience to address the Citizen's Oversight Committee on items of interest that are **not** on the Agenda and that are within the subject matter jurisdiction of the Citizen's Oversight Committee.

It is recommended that speakers limit their comments to **no more than 3 minutes** each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Citizen's Oversight Committee on items on the Agenda should notify the Chair when that Agenda item is called.

The Citizen's Oversight Committee is prohibited by law from taking any action on matters discussed that are not on the Agenda. No adverse conclusions should be drawn if the Citizen's Oversight Committee does not respond to public comment at this time.

Speakers are asked to please **use the microphone and provide their name for the record**. Prior to addressing the Citizen's Oversight Committee, any handouts are to be provided to City Clerk who will distribute them to the Citizen's Oversight Committee and the appropriate staff.

CONSENT CALENDAR Section 1

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Regular Agenda at the request of any member of the City Council or any person in the audience.

1.1 Approval of the May 21, 2019 Measure N Public Safety Transaction & Use Tax Citizen's Oversight Committee Meeting Minutes (McClendon)

NEW BUSINESS Section 2

2.1 A Review of the Measure N Expenditures (Pruett)

ADJOURNMENT

I, Joann McClendon, CMC, City Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted at Chowchilla City Hall, 130 S Second Street, Chowchilla, CA and made available for public review on this 24th day of February, 2020 at or before 3:00pm.

Joann McClendon, CMC, City Clerk



MINUTES

Measure N Public Safety Transaction & Use Tax Citizen's Oversight Committee Meeting

Council Chambers, Chowchilla City Hall
130 S. Second Street, Chowchilla, CA 93610

Tuesday, May 21, 2019 - 6:00 p.m.

CALL TO ORDER/ROLL CALL: 6:02 p.m.

Committee Members: Brian Esteves, Kelly Hanna, Paige Hill, Daniel Red (6:06 p.m.), Cheryl Salter

City staff and contract employees present: Interim City Administrator/Finance Director Rod Pruett, City Attorney Mary Lerner, Police Chief David A. Riviere, Jr., Fire Chief Harry Turner, City Clerk Joann McClendon

CONSIDERATION OF APPROVAL OF AGENDA

~~Additions and/or Deletions:~~

This item is being removed from this and future agendas.

PLEDGE OF ALLEGIANCE: Police Chief Riviere

PUBLIC ADDRESS

No one present.

CONSENT CALENDAR

NEW BUSINESS

- 1. A Review of the Ralph M. Brown Act (Lerner)**
- 2. Election of the Chair and Vice Chair (McClendon)**

City Clerk McClendon opened the nomination period.

Motion by Committee Member Red, seconded by Committee Member Hanna to nominate Committee Member Esteves as the Committee Chair. Motion passed unanimously by voice vote.

Chair Esteves opened the nomination for Vice Chair.

Motion by Committee Member Hanna, seconded by Committee Member Red to nominate Committee Member Hill as the Vice Chair. Motion passed unanimously by voice vote.

3. A Review of the Measure N Guidelines and Expenditure Plan (Pruett)

It was the consensus of the Committee and Staff to hold at least two meetings per year; one at mid-year budget and the second at regular budget approval time (for the next fiscal year).

ADJOURNMENT

Motion by Committee Member Hill, Seconded by Committee Member Hanna to Adjourn the May 21, 2019 Public Safety Transactio & Use Tax Citizen's Oversight Board Meeting at 6:48 p.m. Motion passed unanimously by voice vote.

ATTEST:

Joann McClendon, CMC, City Clerk

REPORT TO THE MEASURE N PUBLIC SAFETY TRANSACTION & USE TAX CITIZEN’S OVERSIGHT COMMITTEE

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Meeting of: February 27, 2020

AGENDA SECTION: New Business

SUBJECT: A Review of Measure N Expenditures

PREPARED BY: Rod Pruett, City Administrator

ATTACHMENTS: Expenditure Plan
Trial Balance

REVIEWED BY
ADMINISTRATOR

REVIEWED BY
ATTORNEY

REVIEWED BY
FINANCE

RECOMMENDATION:

That the Oversight Committee except the Measure N review of expenditures.

BACKGROUND:

In November 2018 Measure N was approved by the voters. The Measure is a 1% district tax add-on to the regular sales tax amount and was approved for eight years. It took effect on April 1, 2019. As a result of this Measure passing, an Oversight Committee was created to review the expenditures annually.

There was an initial meeting on May 21, 2019, which the minutes are on the consent calendar. At this meeting staff told the committee that they would present a mid-year update.

REASON FOR RECOMMENDATION:

This is just a presentation and no action is needed.

FISCAL IMPACT:

The attached expenditure plan is an update to the original plan that was submitted. There has been updated information provided by our sales tax consultant MuniServices that is included.

ALTERNATIVES:

N/A

ACTIONS FOLLOWING APPROVAL:

None

City of Chowchilla
Sales Tax Ballot Measure for Public Safety
Expenditure Plan- 1 Percent Sales Tax Initiative

Sales Tax Base	
2017 Sales Tax Base	\$936,797
Initiative %	1.00
Outside Capture Rate Most Likely-30%	397,556
Estimated Sales Tax Increment for 2018	\$1,334,353

Community Needs
Patrol Officers
Patrol Vehicles
Detective
Police Equipment
Fire Personnel
Fire Equipment
Fire Storage

(Source of estimated tax increment & outside capture rate provided by MuniServices)

Personnel related costs are to be used for recruitment and retention purposes
Funding also includes related emergency communications equipment,
protective equipment and other safety equipment, overtime and Capital items.

Year 1				
Sales Tax				\$1,334,353
Patrol Officers	2	Sal/ben	\$95,700	\$191,400
		Bkgrnds	\$2,000	\$4,000
		Uniforms	\$1,000	\$2,000
		Saf Equip	\$2,075	\$4,150
		Avg Ann Ot	\$8,000	\$16,000
Detective	1	Sal/ben	100,485	\$100,485
		Bkgrnds	\$2,000	\$2,000
		Uniforms	1,000	\$1,000
		Saf Equip	\$2,075	\$2,075
		Avg Ann Ot	\$8,000	\$8,000
Patrol Vehicles	3	Interceptor	\$50,000	\$150,000
		Prep/equip	\$10,000	\$30,000
		Fuel	\$6,000	\$18,000
		Mtce/rep	\$6,000	\$18,000
Community Service Officer	1	Sal/ben	76,719	\$76,719
		Bkgrnds	\$500	\$500
		Uniform	\$500	\$500
Existing Sworn		1,374,988	8.00%	\$109,999
Existing non-sworn		466,397	8.00%	\$37,312
Police Equipment		Less lethal weapons		\$10,000
		Training equipment		\$10,000
		Evidence Proc Equip		\$10,000
		Radios/IT equip		\$100,000
		Body cameras		\$10,000
		guns/ammo		\$10,000
Batallion Chief	1	Sal/ben	116,555	\$116,555
		Bkgrnds	2,000	\$2,000
		Uniforms	1,000	\$1,000
Inspector	1	Sal/ben	77,503	\$77,503
		Bkgrnds	500	\$500
		Uniforms	750	\$750
Fire Capital Project		Storage Expansion		\$100,000
Command Vehicle	1	SUV	\$40,000	\$40,000
		Prep/equip	\$10,000	\$10,000
		Fuel	\$6,000	\$6,000
		Mtce/rep	\$6,000	\$6,000
Fire Equipment		Training Equip		\$20,000
		Equipment		\$20,000
		Safety equipment		\$20,000
		Total Cost		\$1,342,447
		Remaining bal Yr 1		-\$8,094

City of Chowchilla
Sales Tax Ballot Measure for Public Safety
Expenditure Plan- 1 Percent Sales Tax Initiative
FY 19/20 Mid Year Review

	Sales Tax Base				
	19/20	20/21	21/22	22/23	23/24
Conservative	1,815,700	1,872,800	1,930,300	1,988,400	2,046,300
Most Likely	1,843,379	1,903,293	1,963,703	2,024,841	2,085,980
Optimistic	1,871,000	1,933,700	1,997,100	2,061,300	2,125,600
Recession	1,843,379	1,776,687	1,747,762	1,802,177	1,856,593

Community Needs
Patrol Officers
Patrol Vehicles
Detective
Police Equipment
Fire Personnel
Fire Equipment
Fire Storage

(Source of estimated tax increment provided by MuniServices)

Personnel related costs are to be used for recruitment and retention purposes
Funding also includes related emergency communications equipment,
protective equipment and other safety equipment, overtime and Capital items.

Year 1						
Sales Tax				\$1,747,762		
Patrol Officers	2	Sal/ben	\$95,700	\$191,400	Both filled	
		Bkgrnds	\$2,000	\$4,000		
		Uniforms	\$1,000	\$2,000		
		Saf Equip	\$2,075	\$4,150		
		Avg Ann Ot	\$8,000	\$16,000		
Detective	1	Sal/ben	100,485	\$100,485	Filled	
		Bkgrnds	\$2,000	\$2,000		
		Uniforms	1,000	\$1,000		
		Saf Equip	\$2,075	\$2,075		
		Avg Ann Ot	\$8,000	\$8,000		
Patrol Vehicles	3	Interceptor	\$50,000	\$150,000	Ordered but not yet received	
		Prep/equip	\$10,000	\$30,000		
		Fuel	\$6,000	\$18,000		
		Mtce/rep	\$6,000	\$18,000		
Community Service Officer	1	Sal/ben	76,719	\$76,719	Filled	
		Bkgrnds	\$500	\$500		
		Uniform	\$500	\$500		
Existing Sworn			1,374,988	8.00%	\$109,999	Done
Existing non-sworn			466,397	8.00%	\$37,312	Done
Police Equipment		Less lethal weapons		\$10,000	Done	
		Training equipment		\$10,000	A	
		Evidence Proc Equip		\$10,000	A	
		Radios/IT equip		\$100,000	B	
		Body cameras		\$10,000	Done	
		guns/ammo		\$10,000	Done	
Battalion Chief	1	Sal/ben	116,555	\$116,555	Filled	
		Bkgrnds	2,000	\$2,000		
		Uniforms	1,000	\$1,000		
Inspector	1	Sal/ben	77,503	\$77,503	Out for advertisement	
		Bkgrnds	500	\$500		
		Uniforms	750	\$750		
Fire Capital Project		Storage Expansion		\$100,000	RFP to be issued shortly	
Command Vehicle	1 SUV		\$40,000	\$40,000	Purchased and have	
		Prep/equip	\$10,000	\$10,000		
		Fuel	\$6,000	\$6,000		
		Mtce/rep	\$6,000	\$6,000		
Fire Equipment		Training Equip		\$20,000	1/2 purchased	
		Equipment		\$20,000	1/2 purchased	
		Safety equipment		\$20,000	1/2 purchased	
		Total Cost		\$1,342,447		
		Remaining bal Yr 1		\$405,314.98	C	

- A Equipment will be purchased
- B Have some cost estimates but not sure if will be done this FY
- C Will retain and roll into next fiscal year

MEASURE N

Account Number	Title	Debit Amount	Credit Amount
340-0100-0000-0200-000	Cash - Combined Fund	951,334.75	
Total MEASURE N:		951,334.75	.00
	Net Income:		.00
340-0200-0000-0420-000	Trade Payables		12,895.94-
Total MEASURE N:		.00	12,895.94-
	Net Income:		.00
340-0300-0000-0601-000	Fund Balance		392,706.67-
Total Balance Sheet: 0300:		.00	392,706.67-
	Net Income:		.00
340-1600-0000-8010-000	Sales Taxes -Measure N		770,402.44-
Total Department: 1600:		.00	770,402.44-
	Net Income:		770,402.44-
340-2610-0000-1010-000	Salaries/Wages	58,533.68	
340-2610-0000-1060-000	Overtime	7,357.81	
340-2610-0000-1070-000	Holiday-In-Lieu	1,911.20	
340-2610-0000-1090-000	Shift Diff/Special Assignment	189.48	
340-2610-0000-2010-000	Medicare Tax	978.48	
340-2610-0000-2040-000	Health Insurance	5,930.72	
340-2610-0000-2050-000	Unemployment Ins	1,425.20	
340-2610-0000-2060-000	Retirement-Employer Portion	159.66	
340-2610-0000-2060-001	Retire-Employer Portion Safety	8,142.86	
340-2610-0000-2070-000	Uniforms Allowance	1,172.56	
340-2610-0000-2080-000	Workers Comp Ins	6,775.00	
340-2610-0000-2090-000	Contracted Payroll Services	511.01	
340-2610-0000-3014-000	Equip/Uniforms New & Replaced	6,637.44	
340-2610-0000-3052-000	Travel & Training	23.22	
340-2610-0000-3060-000	Employee Evaluation/Recruitmen	7,129.00	
340-2610-0000-3404-000	Liability Insurance	5,919.50	
340-2610-0000-6400-000	Vehicles, Machinery & Equip	23,133.40	
Total MEASURE N:		135,930.22	.00
	Net Loss:		135,930.22
340-2705-0000-1010-000	Salaries/Wages	34,438.44	
340-2705-0000-2010-000	Medicare Tax	516.03	
340-2705-0000-2040-000	Health Insurance	1,212.75	
340-2705-0000-2050-000	Unemployment Ins	434.36	
340-2705-0000-2060-001	Retire-Employer Portion Safety	4,397.98	
340-2705-0000-2070-000	Uniforms Allowance	995.43	
340-2705-0000-2080-000	Workers Comp Ins	9,510.00	
340-2705-0000-2090-000	Contracted Payroll Services	276.12	
340-2705-0000-3016-000	Special Equipment O/M	3,275.02	
340-2705-0000-3052-000	Travel & Training	2,413.96	

MEASURE N

Account Number	Title	Debit Amount	Credit Amount
340-2705-0000-3204-000	Fuels	92.97	
340-2705-0000-3404-000	Liability Insurance	2,959.50	
340-2705-0000-6400-000	Vehicles, Machinery & Equip	33,308.71	
340-2705-0000-8401-000	Investments Earnings		5,091.19-
Total MEASURE N:		93,831.27	5,091.19-
	Net Loss:		88,740.08
Total MEASURE N:		1,181,096.24	1,181,096.24-
	Net Income:		.00
Grand Totals:		1,181,096.24	1,181,096.24-
	Net Income:		545,732.14-