

CITY OF LOS BANOS
MEASURE P COMMITTEE MEETING MINUTES
May 29, 2019

ACTION MINUTES – These minutes are prepared to depict action taken for agenda items presented to the Measure P Committee. For greater detail of this meeting refer to the electronic media (cd and/or audio) kept as a permanent record.

CALL TO ORDER: Police Chief Brizzee called the Measure P Committee Meeting to order at the hour of 5:34 p.m. at Los Banos Fire Station No. 1, 333 7th Street, Los Banos, CA.

PLEDGE OF ALLEGIANCE: Police Chief Brizzee led the pledge of allegiance.

ROLL CALL – MEMBERS OF THE MEASURE P COMMITTEE PRESENT: Oversight Committee Members DJ Barcellos, Mark Bodley, Tim McNally, Tom Neeb, Richard Stewart, Diana Thurston. Absent: Gerald Giesel.

STAFF MEMBERS PRESENT: Police Chief Brizzee, City Treasurer/Accounting & Budget Supervisor Tomas, Administrative Coordinator Gilardi.

PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE MEASURE P COMMITTEE MEMBERS ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE COMMITTEE; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. SPEAKERS ARE LIMITED TO A FIVE (5) MINUTE PRESENTATION. No one came forward to speak and the public forum was closed.

REVIEW OF FISCAL YEAR 2017/2018 FINAL FOURTH QUARTER MEASURE P REPORT AND FISCAL YEAR 2018/2019 SECOND AND THIRD QUARTER MEASURE P REPORTS. City Treasurer/Accounting & Budget Supervisor Tomas presented the staff report. She explained that at the time of the last meeting, the Final Fourth Quarter Report was not complete due to the fact that we were still doing end of the year adjustments and expenditures were still going through. The Final Report is done after the audit is complete and everything is closed. There isn't much difference from the preliminary report that was presented at the last meeting. Revenues were slightly higher due to the final interest earnings in the last quarter of the fiscal year, and expenditures were slightly higher due to the last payroll and whatever invoices came through for the end of the fiscal year. Overall, Police and Fire were under budget for expenditures and revenues exceeded our budgeted numbers. Tomas went over the cash and fund balance for each department.

Tomas then reviewed the Second Quarter Measure P Report. She explained that revenues for Police and Fire are slightly lower – at 40% and 44%. This mainly has to do

with the fact that the State lags 2 months behind. Since the State Board of Equalization has switched over to their new title, they have had issues with remitting the correct sales tax to the entities, they are not only giving us an estimated monthly payment, but then they are also giving us a true-up because they've had so many issues with their new system. That is one of the main reasons revenue is slightly lower than they should be at this time. Tomas noted that the Misc. Revenues for Fire in the sum of \$58,111 were for Strike Team reimbursements for the busy fire season.

Overall, the expenditures are where they should be. Staffing was slightly lower in Police mostly because they had a vacant position that they weren't filling. Fire's is slightly higher and that was due to the overtime that was incurred for those strike team assignments. Tomas pointed out that the cash balance ended a little over \$3 million for Police, with \$758 thousand for Fire. And the fund balance at \$2.8 million for Police and nearly \$827 thousand for Fire. Tomas explained that we are pretty much on target with where we should be for 6 months.

Tomas then reviewed the Third Quarter Measure P Report. She explained that we should be at 75% for the year. We are almost there for revenues; we are slightly lower in revenues due to the fact that the State lags 2 months behind. Miscellaneous revenues for Fire in the sum of \$79,168 were for Strike Team reimbursements. Expenditures are in line for the quarter. Staffing for Police was slightly lower due to the vacant position that they weren't filling. As far as Fire Department, they are pretty much on target because they have caught up with the Strike Teams. Cash balance for Police is at \$3.2 million for Police, with \$889 thousand for Fire. And the fund balance is at \$2.8 million for Police and just under \$827 thousand for Fire.

Tomas explained that the next time we meet, the committee will be presented with a preliminary 4th Quarter Report for the fiscal year because the books won't be closed.

Motion by Bodley, seconded by Thurston to approve the 2017/18 Final Fourth Quarter Financial Report and 2018/19 Second and Third Quarter Financial Reports as submitted by staff. The motion carried by the affirmative action of all Committee Members present.

REVIEW OF 1/2 CENT SALES TAX - MEASURE H & MEASURE P. Police Chief Brizzee explained that the reason this item was placed on the Agenda was because a committee member expressed an interest in what was happening with Measure H. He advised that the committee just held their second meeting. He reviewed the packet that was presented at the Measure H committee meeting. He explained the difference between Measure H and Measure P. Measure P being a specific sales tax that required a 2/3 majority vote with a specific expenditure plan. Measure H is a general sales tax that only required 50% +1. Chief Brizzee explained in detail what each Department will be gaining with the passing of Measure H. It was explained that Measure H recruitment and programs won't take effect until July 1, 2019. Measure H Oversight Committee members are Mike Amabile, Kathy Ballard, John Cates, Jim Roeloffs and Tom Spada.

Brizzee mentioned that although Measure P is forever, the length of Measure H is only for 15 years.

Chief Brizzee briefly explained how Measure P was passed in 2004, which took effect beginning in 2005. We are in year 14 of the 20 year expenditure plan and cannot deviate away from the expenditure plan without going back to the voters for approval, like we did for Measures A & K when we needed to fund six police officers and two fire fighters from the building fund. It was asked when do we begin to move forward on the next 20 year plan. Chief Brizzee explained to the committee how that process will work.

REVIEW OF FISCAL YEAR 2019/2020 PROPOSED BUDGET. Kim Tomas reported on the proposed budget for Police Department. Revenues are exceeding expenditures for the first time in a long time. Estimated sales tax for the FY 19/20 is \$1.3 million. Expenditures consist of personnel and supplies & services totaling \$754,000. Chief Brizzee explained why the cost for supplies and services increased. It is due to the updating of the MDCs in the vehicles, and since more vehicles are being added to the fleet, additional MDCs will need to be purchased for those units. That is why the expenditures show the \$90,000 cost instead of the annual \$50,000 for updates, etc. Tomas indicated that the Measure P Fund Balance should have an ending fund balance of \$4.2 million.

It was inquired about overtime being cut in half. Tomas explained why that number is being cut in half. They are budgeting with the hope that all of his positions will be filled.

Tomas reported on the proposed budget for the Fire Department. Revenues are estimated at \$1.3 million, with expenditures being at \$1.8 million; thereby incurring a net activity slightly over (\$500K). Tomas advised that the reason it is in the red is due to the fact that Fire is budgeting for \$750K under Capital Outlay to complete the Training Tower, which is itemized in the original 20 year Expenditure Plan for Measure P. The Measure P Fund Balance should have an ending fund balance for FY 19/20 at a little over \$500K.

Police Chief Brizzee informed the committee that Fire Chief Hurley and City Manager Terrazas went up to Sacramento to speak with Legislators regarding some needs for the Fire Department. They are trying to secure some type of grant or State funding to help offset the cost for the Training Tower, as well as some other needs Chief Hurley has been working on.

Committee Member Barcellos inquired as to whether the Fire Department responding to State Emergencies (strike teams) puts a strain on the overtime budget, and whether it was recouped through the reimbursement process. Tomas explained in detail how that is tracked and that it is all reimbursed.

STAFF MEMBER REPORTS:

POLICE CHIEF BRIZZEE: Chief Brizzee advised that Fire Department is in the planning and securing a location for the future development site of Station No. 4 on the west side of town, west of Walmart (near the old World's Fair – flea market). A Committee Member inquired about the Ward Road site, and Chief Brizzee indicated that would be for Station No. 3. Brizzee indicated that Chief Hurley is working on the different sites for the future in order to keep their response times down.

Chief Brizzee stated that he doesn't have much to report, other than the exciting news that the committee reviewed on Measure H, and finally with Measure P, you are seeing money being able to be set aside for the new Police Station. We are still working on a Needs Assessment for a new police facility. The City hired a company out of Sacramento and part of their job was to design: (1) a new Police Department, (2) an Animal Shelter, and (3) give us our options with the existing buildings that will be vacated (The Annex, Police Department, and two buildings west of the Police Department). If everything were to go as planned for the construction of the new Police facility, the latest time frame that we got from the architects would be 3 years from start to finish. We will have a jail, but we are hoping to take the facility down to a holding facility so that it would reduce the cost a little bit.

Committee Member inquired as to whether or not the location was a done deal. Chief Brizzee stated that the location is a done deal as long as the seller holds up his end of the bargain. The seller has some things that he needs to remediate and then it has to pass state clearance. But when that process is complete, we can complete the transaction.

Chief Brizzee explained that in regard to staffing, Measure H will put us back to pre-recession staffing levels, which is a good thing. He also advised the committee of his most recent purchase inside our dispatch in regard to the radio end – PSAP (Public Safety Answering Point). Chief Brizzee told the committee about the new MDCs purchased, and how these units allow him to see where everyone is located, shows what the call is including dispatchers notes, mapping to the location, etc. .

Chief Brizzee stated that Chief Hurley wanted to be present at the meeting tonight, but had another commitment that he had to attend first. He also stated fire calls for service are increasing every year.

Committee Member inquired about Police Reserves and if that helps the budget. Chief Brizzee indicated that they help the budget, but they still have to go through the same training period that police officers do. We've never had any reserve finish the training process because it is a really long process. Chief Brizzee explained in detail all the modules that these reserves and officers need to complete.

MEASURE P COMMITTEE MEMBER REPORTS:

DIANA THURSTON: Committee Member Thurston expressed her delight with the Measures and is proud to be a part of this.

DJ BARCELLOS: Committee Member Barcellos thanked staff. Being new to this commission has given her a lot of good insight and understanding how the departments operate. She understands it and is excited about what is to come.

MARK BODLEY: Committee Member Bodley is pleased with staff's report and the surplus that we have. He also thanked Chief Brizzee for the tour of the Police Dept. that he received.

TIM McNALLY: Committee Member McNally indicated that he likes the new stop on the way to Miano School.

TOM NEEB: Committee Member Neeb is excited with what Measure H has to offer.

RICHARD STEWART: Committee Member Stewart is looking forward to breaking ground for the Police Department.

ADJOURNMENT:

There being no further business, Police Chief Brizzee adjourned the meeting at 6:50 p.m.

Respectfully submitted,



Mary Lou Gilardi
Administrative Coordinator

