



**CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)  
SANGER COUNCIL CHAMBERS**

**AGENDA**

**September 6, 2016**

**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 July 5, 2016 meetings  
RECOMMENDATION: Approve minutes.

**G. DEPARTMENT REPORTS**

1. SUBJECT: Measure S Budget, Revenue, and Expenditure Report – June & July 2016  
RECOMMENDATION: Information item.
2. SUBJECT: Police Department Update  
RECOMMENDATION: Information item.
3. SUBJECT: Fire 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.)*

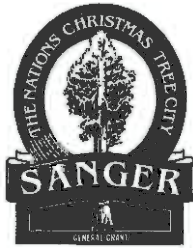
***I. STAFF COMMUNICATIONS***

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

***K. NEXT SCHEDULED MEETING***

1. The next meeting is scheduled for Tuesday, October 4, 2016 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 meeting will be September 15, 2016. Please note that the October 6<sup>th</sup> Council Meeting has been cancelled due to the League of California Cities Annual Conference.

***L. ADJOURNMENT***



## **CITIZEN'S OVERSIGHT COMMITTEE (PUBLIC SAFETY)**

*Minutes*

**SANGER COUNCIL CHAMBERS**

**July 5, 2016**

**6:00 P.M.**

### **A. CALL TO ORDER**

The meeting was called to order at [6:00:05 PM](#).

### **B. PLEDGE OF ALLEGIANCE**

Secretary Gonzales led the flag salute.

### **C. ROLL CALL**

Committee Members Present: Adams, Gonzales, Mares, Miser, Simpson

Committee Members Absent: None

### **D. CEREMONIAL ITEMS**

Mayor Pro Tem Cantu conducted the Oath of Office for newly and reappointed members JoAnn Mares, Sue Simpson, and Tony Gonzales.

Committee Member Mares provided a brief self-introduction.

### **E. REORGANIZATION OF COMMITTEE OFFICERS**

[6:06:01 PM](#)

Chair Adams opened the floor for nominations for Chair person. Committee Member Simpson nominated Adams, Secretary Gonzales seconded. No other nominations were considered. All were in favor of selecting Adams as Chair, motion carried. Chair Adams voiced her appreciation of the Committee's nomination.

Chair Adams opened the floor for nominations for Vice Chair. Secretary Gonzales nominated Committee Member Simpson, Committee Member Miser seconded. No other nominations were considered. All were in favor of selecting Simpson as Vice Chair, motion carried.

Chair Adams opened the floor for nomination for Secretary. Chair Adams nominated Secretary Gonzales, Committee Member Mares seconded. No other nominations were considered. All were in favor of selecting Gonzales to serve as Secretary, motion carried.

### **F. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS**

[6:09:01 PM](#)

Vice Chair Simpson moved to approved the agenda as presented, Secretary Gonzales seconded; all were in favor, motion carried.

## **G. CONSENT CALENDAR**

1. SUBJECT: Minutes for June 7, 2016

[6:09:54 PM](#)

Committee Member Miser moved to approve the minutes as presented, Vice Chair Simpson seconded; all were in favor, motion carried.

## **H. DEPARTMENT REPORT**

1. SUBJECT: Measure S Budget Revenue & Expenditure Report – May 2016

City Manager Chapa presented the May Budget Revenue & Expenditure Report. Manager Chapa announced a permanent Administrative Services Director, Rudy Hernandez, has been hired and will begin August 1<sup>st</sup>.

[6:12:02 PM](#)

Committee Member Miser questioned two items that are over 100% and asked if budget amendments were presented to the Council at their last special meeting. City Manager Chapa stated that he will verify with the Finance Director of the necessity of bringing amendments to the Committee before Council.

2. SUBJECT: Determine if Special Meeting Required.

Staff Member Chamberlin reviewed the staff report, determined that a Special Meeting was not necessary, and recommended that the Citizens Oversight Committee reconvene at their regularly scheduled, September meeting.

Secretary Gonzales moved to approve staff's recommendation, Vice Chair Simpson seconded.

After discussion the motion was approved by the following vote:

[6:23:12 PM](#)

AYES: Gonzales, Simpson, Adams

NOES: None

ABSTAIN: Mares, Miser

ABSENT: None

*NOTE: Secretary Gonzales announced that he needed to leave the meeting early to attend a family function. (See comments under Section K). Secretary Gonzales vacated his seat at approximately 6:25pm.*

3. SUBJECT: Fire Department Update

Chief Tarascou provided a Department Update which included: the Department responded to a significant event at Del Monte with an ammonia leak, no one was hurt and will work with Del Monte to establish preventative measures; a lot of activity with last night's 4<sup>th</sup> of July celebrations, they had about 60 calls for service, gave 13 citations and confiscated approximately 200 pounds of illegal fireworks.

[6:26:37 PM](#)

4. SUBJECT: Police Department Update

Chief Rodriguez provided a Department Update which included: the Department was swamped with calls relating to fireworks, last month they experienced a spike in gang activity, currently investigating the body found in the canal, preparing for National Night Out, staff is participating in a planning meeting tonight for the Veteran's Parade, and the Department is scheduled to bring on two new officers and appointing two reserve police officers.

***I. PUBLIC PARTICIPATION***

[6:30:04 PM](#)

None

***J. STAFF COMMUNICATIONS***

None

***K. MATTERS INITIATED BY COMMITTEE MEMBERS***

[6:23:40 PM](#)

Prior to vacating his seat to attend a personal function, Secretary Gonzales recognized the value of the work that is accomplished with Measure S funding and hopes the community supports the renewal 100%.

[6:30:57 PM](#)

Vice Chair Simpson acknowledged the community for getting Measure S on the ballot in the first place (2008), and supports its renewal and hopes that the community supports it as well. She urged all to go out and vote.

***L. NEXT SCHEDULED MEETING***

The next regular meeting is scheduled for Tuesday, September 6, 2016 at 6 p.m.

***M. ADJOURNMENT***

Committee Member Miser moved to adjourn the meeting, Committee Member Mares seconded; all were in favor, the meeting was adjourned at [6:33:26 PM](#).



# AGENDA ITEM G-1

## CITY OF SANGER

### REPORT TO THE CITIZEN'S OVERSIGHT COMMITTEE

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**To:** Citizen's Oversight Committee  
**From:** Rudy Hernandez, Administrative Services Director  
**Subject:** Measure S Budget, Revenue, and Expenditure Reports  
**Attachments:** Measure S Budget, Revenue, and Expenditure Reports for June and July 2016

**CONFLICT OF INTEREST:**

None.

**RECOMMENDATION:**

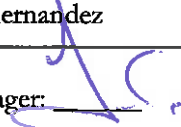
This is not an action item. It is for informational and review purposes only.


**EXECUTIVE SUMMARY:**

Attached are the Measure S Budget, Revenue, and Expenditure Reports for the months of June and July 2016. These reports include the adopted budget amounts, expenditures that have been incurred during the months and year to date, and revenues that have been received during the months 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, 2016 are at 56.66% of the budget, and revenues are at 94.9% of the amount estimated. 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 two months. The year-to-date expenditures through July 30, 2016 are at 3.06% of the budget, and revenues are at 0% of the amount estimated. 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 two months.

Prepared by: Rudy Hernandez

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: \_\_\_\_\_

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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 2015/2016 and**  
**Revenue & Expenditure Report For the Month Ended June 30, 2016**

	<u>Adopted Budget</u>	<u>Month of June</u>	<u>Year-To- Date - 100.00%</u>	<u>Percent, Year-To- Date</u>
<b><u>Revenue</u></b>				
Sales Tax	\$1,846,238	\$176,633	\$1,753,887	95.00%
Miscellaneous Income	0	0	0	N/A
Interest Income	2,000	0	0	0.00%
<b>Total Revenue</b>	<u>1,848,238</u>	<u>176,633</u>	<u>1,753,887</u>	94.90%
<b><u>Expenditures - Police</u></b>				
Wages & Benefits	484,474	46,224	561,274 <sup>2</sup>	115.85%
Services & Supplies	102,500	6,313	36,003	35.12%
Other Charges	40,000	0	0	0.00%
<b>Total Operating Expenditures</b>	<u>626,974</u>	<u>52,537</u>	<u>597,277</u>	95.26%
Capital Outlay	412,500	990 <sup>1</sup>	78,159	18.95%
Gang Prevention/Intervention				
- Services & Supplies	125,000	0	98,350	78.68%
<b>Total Police Expenditures</b>	<u>1,164,474</u>	<u>53,527</u>	<u>773,786</u>	66.45%
<b><u>Expenditures - Fire</u></b>				
Wages & Benefits	450,764	29,922	383,152	85.00%
Services & Supplies	56,300	416	56,080	99.61%
Other Charges	1,200	0	1,159	96.58%
<b>Total Operating Expenditures</b>	<u>508,264</u>	<u>30,338</u>	<u>440,391</u>	86.65%
Capital Outlay	662,864	0	109,183	16.47%
<b>Total Fire Expenditures</b>	<u>1,171,128</u>	<u>30,338</u>	<u>549,574</u>	46.93%
<b>Total Operating Expenditures, Capital Outlay &amp; Gang Prevention/Intervention</b>	<u>2,335,602</u>	<u>83,865</u>	<u>1,323,360</u>	56.66%
Net Operating Revenues (Expenditures)	(487,364)	92,768	430,527	
<b>Fund Balance Forward from FY 2014/2015</b>	<u>2,842,492</u>		<u>2,842,492</u>	
<b>Remaining Available Fund Balance</b>	<u><u>\$2,355,128</u></u>		<u><u>\$3,273,019</u></u>	

<sup>1</sup> At month end, there are \$227,799 of outstanding encumbrances for capital outlay.

<sup>2</sup>

Police overtime expenditures year-to-date are \$66,607, and the budget is \$0. If overtime expenditures were excluded, Police Wages & Benefits would be 102.1% expended at the end of the current report period.

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 fiscal year ends.



**City of Sanger**  
**Measure S**  
**Adopted Budget For FY 2016-17 and**  
**Revenue & Expenditure Report For the Month Ended July 31, 2016**

	<u>Adopted Budget</u>	<u>Month of July</u>	<u>Year-To- Date - 8.33%</u>	<u>Percent, Year-To- Date</u>
<b><u>Revenue</u></b>				
Sales Tax	\$2,160,371	\$0	\$0	0.00%
Miscellaneous Income	0	0	0	N/A
Interest Income	0	0	0	N/A
Total Revenue	<u>2,160,371</u>	<u>0</u>	<u>0</u>	0.00%
<b><u>Expenditures - Police</u></b>				
Wages & Benefits	584,003	38,973	38,973 <sup>2</sup>	6.67%
Services & Supplies	123,540	0	0	0.00%
Other Charges	0	0	0	N/A
Total Operating Expenditures	<u>707,543</u>	<u>38,973</u>	<u>38,973</u>	5.51%
Capital Outlay	31,313	0 <sup>1</sup>	0	0.00%
Gang Prevention/Intervention				
- Services & Supplies	125,000	0	0	0.00%
Total Police Expenditures	<u>863,856</u>	<u>38,973</u>	<u>38,973</u>	4.51%
<b><u>Expenditures - Fire</u></b>				
Wages & Benefits	321,127	22,341	22,341	6.96%
Services & Supplies	66,956	1,127	1,127	1.68%
Other Charges	0	0	0	N/A
Total Operating Expenditures	<u>388,083</u>	<u>23,468</u>	<u>23,468</u>	6.05%
Capital Outlay	787,500	0	0	0.00%
Total Fire Expenditures	<u>1,175,583</u>	<u>23,468</u>	<u>23,468</u>	2.00%
<b>Total Operating Expenditures, Capital Outlay &amp; Gang Prevention/Intervention</b>	<u><b>2,039,439</b></u>	<u><b>62,441</b></u>	<u><b>62,441</b></u>	<b>3.06%</b>
Net Operating Revenues (Expenditures)	120,932	(62,441)	(62,441)	
<b>Fund Balance Forward from FY 2015-16</b>	<u><b>3,923,750</b></u>		<u><b>3,923,750</b></u>	
<b>Remaining Available Fund Balance</b>	<u><b>\$4,044,682</b></u>		<u><b>\$3,861,309</b></u>	

<sup>1</sup> At month end, there are \$227,799 of outstanding encumbrances for capital outlay.

<sup>2</sup>

Police overtime expenditures year-to-date are \$5,260, and the budget is \$0. If overtime expenditures were excluded, Police Wages & Benefits would be 5.77% expended at the end of the current report period.

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.