



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

**A. CALL TO ORDER**

The Committee called their meeting to order at [6:00:15 PM](#).

**B. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Committee Member Tony Gonzales.

**C. ROLL CALL**

PRESENT: Chairperson Sue Simpson, Vice Chair Joann Mares, Secretary Jim Miser, Committee Member Tony Gonzales, Committee Member Melissa Griggs.

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

The Committee by motion of Committee Member Gonzales moved to approve 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**

Dr. Jerry Valadez, CEO of SAM Academy, shared activities of the High School Mentors that are supported by Measure S funds stating their leadership has grown and they've been taking charge of events. He invited everyone to attend their event on Saturday, December 9<sup>th</sup>.

Dick Sheppard invited everyone to the 72<sup>nd</sup> Annual Rotary Senior Citizen Luncheon on Friday, December 8<sup>th</sup> from 12 pm-2:30 pm at the Community Center. It's a free event and no RSVP is needed.

**F. CONSENT CALENDAR**

1. **SUBJECT:** TABLED - Minutes for the special meetings held on July 5, 2017 and July 25, 2017 and the regular meetings held on and October 3, 2017 and November 7, 2017.

Minutes of July 5<sup>th</sup>

The Committee by motion of Secretary Miser moved to table the minutes of July 5<sup>th</sup> until the full discussion regarding Brown Armstrong is included in the minutes. The motion was seconded by Committee Member Gonzales and approved by the following vote:

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

Public Comment:

Dr. Jerry Valadez, CEO of SAM Academy, provided comment regarding procedures for minutes governed by Roberts Rules and that accurate minutes are required to be kept and open to the public with supported commentary of what took place.

Minutes of July 25<sup>th</sup>

Public Comment:

Dick Sheppard shared with the Committee that information not included in the minutes is included in his story, editorial comments and on record in the Sanger Herald.

The Committee by motion of Committee Member Gonzales moved to table the minutes of July 25<sup>th</sup> until the statement made by the City Manager regarding presenting items to the City Council, regardless of the Citizen's Oversight Committee decision, is included. The motion was seconded by Secretary Miser and approved by the following vote:

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

Minutes of October 3<sup>rd</sup>

Public Comment:

Donna Bailey provided comment regarding the COC making the decisions about who gets the funds, and if the City Council was aware about the invoicing.

The Committee by motion of Chairperson Simpson moved to table the minutes of October 3<sup>rd</sup> until the information regarding which non-profit groups received payment, which did not, and the process for receiving payment, is included. 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

Minutes of November 7<sup>th</sup>

The Committee by motion of Committee Member Gonzales moved to table the minutes of November 7<sup>th</sup> until the following is included:

- Comments made by Thomas Young about not being asked to attend the meeting or they would have attended
- Change “answered Committee’s questions:” to “responded to the Committee’s questions:”
- City Attorney’s opinion regarding supplement vs. supplant
- Change “Chairperson Adams” to “Chairperson Simpson” on page 2

The motion was seconded by Committee Member Griggs and approved by the following vote:

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

***G. DEPARTMENT REPORTS***

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

Administrative Services Director Gary Watahira presented the Measure S Budget, Revenue and Expenditure Reports as of October 2017.

Public Comment:

Dr. Jerry Valadez, CEO of SAM Academy, asked if the next payment will automatically be issued on January 1<sup>st</sup> and asked if financial statements should be sent to Director Watahira.

Director Watahira said COC members should contact him with any questions and non-profit organizations should contact Administrative Assistant, Corina Tamez at 876-6300 extension 1500.

2. SUBJECT: TABLED - Measure S Compliance Audit with Opinion.

Administrative Services Director Gary Watahira presented on this item. This item is intended to get direction from the committee to take to the City Council regarding hiring Brown Armstrong to do a full compliance audit with opinion and to also include 2017. Work would include more substantial information of transaction and more samples pulled.

Committee Member Gonzales addressed an issue he had with the email sent out to CPA companies as well as the RFP attachment. He also stated he does not feel comfortable moving forward with Brown Armstrong and encourages other Committee Members to select a different company to move forward with.

Mr. Watahira provided the Committee with copies of the emails sent to CPA's.

Chairperson Simpson addressed her issues which included: Committee was not given the RFP beforehand to review, no phone calls were made to companies, COC was not a part of any interview committee, COC didn't know what questions were asked of the companies nor did they see a contract.

Public Comment:

Kevin Carter advised the Committee to be careful, he feels they're headed down the same path as before. The COC needs to be specific as to what they want. He also advised the Committee to put in writing to the City Manager what they would like done. When it's presented at the City Council, the COC members should be present.

Donna Bailey agrees with comments stated before and that the COC should pick their own company.

The Committee by motion of Secretary Miser tabled the item so that the Citizens Oversight Committee can appoint two members in addition to Mr. Watahira to meet with CPA company. The motion was seconded by Chairperson Simpson and approved by the following vote:

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

Chairperson Simpson appointed both Melissa Griggs and Jim Miser to work with Mr. Watahira.

3. SUBJECT: TABLED - Ordinance Clarifying Expenditure Language.

Administrative Services Director Gary Watahira presented on this item.

Committee Member Gonzales stated they should table this item until they find individuals to serve on the ad hoc committee. The Committee should also be comprised of two City Council members, Mayor and Mayor Pro Tem, two COC members, two residences and an independent attorney with no connection to the City.

Secretary Miser stated he would rather have a special meeting for transparency purposes.

Public Comment:

Dick Sheppard asked what the definition of a special meeting was.

Henry stated the definition of supplement and supplant can be found in the dictionary. What is being missed is when this goes into effect and what is paid for by general fund should not be funded by Measure S.

Kevin Carter stated he feels the City Manager and City Attorney are "too cozy" and agrees that an independent attorney should be involved. In addition, it should be an open meeting.

The Committee by motion of Chairperson Simpson tabled this item until January so that they can be given more details to understand what is being asked of them. The motion was seconded by Vice Chair Mares and approved by the following vote:

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

4. SUBJECT: Police Department Update.

Chief Rodriguez stated he had nothing to report.

5. SUBJECT: Fire Department Update.

Chief Tarascou stated he had nothing to report.

***H. STAFF COMMUNICATIONS***

Administrative Services Director Gary Watahira provided a copy of a template that will be sent to the nonprofit organization grant recipients to use in reporting their financials.

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

1. Measure S Grant Procedures - Chairperson Sue Simpson.

Chairperson Simpson asked the Committee for consensus to place the following items on the COC and City Council January agendas:

1. That the Committee consider making a recommendation to the City Council to amend grant procedures to change the payment of grant funds to nonprofit organizations for gang and drug prevention. She said quarterly payments are a mismatch with the financial needs of the recipients and that payments should be given two times per fiscal year rather than four times per year. The first payment would be due in early July and the second/final payment due in January.

2. That the Committee consider making a recommendation to the City Council that unused or returned Measure S funds granted to nonprofit organizations for gang and drug prevention be divided equally among the remaining nonprofit recipients.

Consensus was made for both items.

***J. NEXT SCHEDULED MEETING***

1. The next meeting is scheduled for Tuesday, January 2, 2018 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 December 7, 2017 and January 4, 2018.

***K. ADJOURNMENT***

Being no further business, the meeting was adjourned at [7:58:44 PM](#).