



CITY OF CRESCENT CITY

Chairman Ernie Perry
Committee Member Dana Reno

Vice-Chair Steve Shamblin
Committee Member Candace Tinkler

AGENDA
MEASURE S OVERSIGHT COMMITTEE MEETING
WASTEWATER TREATMENT FACILITY
210 BATTERY STREET
CRESCENT CITY, CA 95531

TUESDAY

APRIL 30, 2024

5:30 P.M.

This meeting will be held in person at the location listed above. The City will broadcast the meeting on YouTube, however, if there is a technological issue with YouTube, the meeting will continue in person as scheduled. The public may access and participate in the public meeting by (1) attending the meeting in person and making public comment when called for by the Chairman or (2) by submitting a written comment via publiccomment@crestcity.org or by filing it with the City Clerk at 377 J Street, Crescent City, California, 95531. All public comments (via email or mail) must be received by the City Clerk prior to 12:00 p.m. the day of the meeting. Please identify the meeting date and agenda item to which your comment pertains in the subject line. Public comments so received will be forwarded to the Committee and posted on the website next to the agenda. **Written public comments will not be read aloud during the meeting.**

Notice regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the City Clerk's office at (707)464-7483, ext. 223. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II]. For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at City Hall, 377 J Street, Crescent City, CA or on our website: www.crestcity.org

OPEN SESSION

Call to order
Roll call
Pledge of Allegiance

PUBLIC COMMENT PERIOD

Any member of the audience is invited to address the Measure S Oversight Committee on any matter that is within the jurisdiction of the Measure S Oversight Committee. Comments of public interest or on matters appearing on the agenda are accepted. Note, however, that the Committee is not able to undertake extended discussion or act on non-agendized items. All comments shall be directed toward the entire Committee. Any comments that are not at the podium are out of order and will not be a part of the public record. After receiving recognition from the Chair, please state your name and city or county residency for the record. Public comment is limited to three (3) minutes. The public is additionally allotted three minutes each in which to speak on any item on the agenda prior to any action taken by the Committee.

CONSENT CALENDAR

1. Meeting Minutes

- *Recommendation: Consider and approve the April 3, 2024 Measure S Oversight Committee meeting minutes.*

NEW BUSINESS

2. FY 23/24 and FY 24/25 Expenditure Recommendations for Measure S Funds

- *Recommendation: Hear staff presentation*
- *Technical questions from the Committee*
- *Receive public comment*
- *Further Committee discussion*
- *Approve and adopt Resolution No. MS2024-02, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE AMENDING THE RECOMMENDED EXPENDITURES OF MEASURE S FUNDS FOR FY 23/24*
- *Approve and adopt Resolution No. MS2024-03, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE RECOMMENDING EXPENDITURES OF MEASURE S FUNDS FOR FY 24/25*

MEASURE S OVERSIGHT COMMITTEE ITEMS

- **City Manager Report / Measure S Projects Updates**

ADJOURNMENT

Adjourn to the next meeting of the Measure S Oversight Committee, date to be determined, at the Wastewater Treatment Facility conference room, 210 Battery Street, Crescent City, CA.

POSTED:

April 26, 2024

/s/ Robin Altman

City Clerk/Administrative Analyst

Vision:

The City of Crescent City will continue to stand the test of time and promote quality of life and community pride for our residents, businesses and visitors through leadership, diversity, and teamwork.

Mission:

The purpose of our city is to promote a high quality of life, leadership and services to the residents, businesses, and visitors we serve. The City is dedicated to providing the most efficient, innovative and economically sound municipal services building on our diverse history, culture and unique natural resources.

Values:

Accountability
Honesty & Integrity
Excellent Customer Service
Effective & Active Communication
Teamwork
Fiscally Responsible



CITY OF CRESCENT CITY

MINUTES
 SPECIAL MEASURE S OVERSIGHT COMMITTEE MEETING
 WASTEWATER TREATMENT FACILITY
 210 BATTERY STREET
 CRESCENT CITY, CA 95531

WEDNESDAY APRIL 3, 2024 5:30 P.M.

OPEN SESSION

Call to order Committee Member Perry called the meeting to order at 5:34 p.m.

Roll call Committee Member present: Committee Member Ernie Perry, Committee Member Dana Reno, and Committee Member Steve Shamblin
Committee Member absent at roll call: Committee Member Candace Tinkler
Staff members present: City Manager Eric Wier, City Attorney Martha Rice, City Clerk/Administrative Analyst Robin Altman, Public Works Director Dave Yeager, Economic Development and Recreation Director Ashley Taylor, Fire Chief Kevin Carey and Police Chief Richard Griffin

Pledge of Allegiance led by Committee Member Perry

PUBLIC COMMENT PERIOD

There were no comments from the public.

CONSENT CALENDAR

1. Meeting Minutes

- *Recommendation: Consider and approve the March 29, 2023 and November 14, 2023 Measure S Oversight Committee meeting minutes.*

On a motion by Committee Member Reno, seconded by Committee Member Shamblin, and carried unanimously on a 4-0 polled vote, the Measure S Oversight Committee adopted the March 29, 2023 and November 14, 2023 Measure S Oversight Committee meeting minutes.

NEW BUSINESS

2. Selection of Chair and Vice-Chair for 2024

- *Recommendation: Hear staff report*
- *Technical questions from the Committee*
- *Receive public comment*
- *Further Committee discussion*
- *Select a Chair and Vice Chair to serve for the next year*

City Manager Wier reported to the Council how the positions operate on the Committee.

Committee Member Reno nominated Committee Member Perry for Chair and Committee Member Shamblin as Vice-Chair; both accepted said nomination.

On a motion by Committee Member Shamblin, seconded by Committee Member Reno, and carried on a 3-0 polled vote with Committee Member Tinkler being absent, the Measure S Oversight Committee selected Committee Member Perry as Chairman and Committee Member Shamblin as Vice-Chair

3. Measure S Oversight Committee Annual Report for Fiscal Year 2022-2023

- *Recommendation: Hear staff report*
- *Technical questions from the Committee*
- *Receive public comment*
- *Further Committee discussion*
- *Approve and adopt Resolution MS 2024-01, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE APPROVING A REPORT ON MEASURE S FUNDS FOR FISCAL YEAR 2022-2023*

City Manager Wier gave an overview of FY 22-23 budget recommendations. For Crescent City Fire and Rescue there was a large departure from budget-to-actual. For Crescent City Police, the numbers were closest to the budget-to-actual. Three vehicles were purchased, as well as radios, lockers, capital improvement projects, and a forensic cellphone analyzer. The analyzer has been invaluable for CCPD; Chief Griffin stated that they are going down south to where a suspect is and use the analyzer down there. They have assisted several agencies with this piece of equipment. He further reported that because of the crimes being investigated by CCPD, he has created a Cyber Crimes Unit. Vice-Chair Shamblin asked if the analyzer was software; Chief Griffin said it is both software and hardware. Chairman Perry said by having this equipment is making this community safer; Chief Griffin stated that this analyzer has recently identified a suspect on a crime against children. They were able to purchase the analyzer because the part-time Records Clerk was removed from the budget. Regarding Streets, City Manager Wier went over all of the work done to the roads with Measure S Funds. For Fred Ender Municipal Pool, the flooring is in the budget but hasn't been done yet. Vice-Chair Shamblin asked if the funds in Measure S budget had been expended; Finance Director Leaver stated it had. Director Yeager stated that the air system will be bid on the 23rd and the floor's bidding will be May 7th. Also in the budget was chemical storage tanks, chlorine and PH sensors, ADA door, heating sensor, online reservation system (which has been very useful to the community), the slide was also repaired. The difference in this budget is due to timing of hiring staff, actual costs of benefits, and costs of purchases there was a difference in the budget-to-actual versus what was budgeted. Finance Director Leaver went over the budget-to-actual explaining that there was a slight difference in wages and costs. The fire department is budgeted at a full expense, but the District ends up paying the City, so the money goes back. For the fire department, the initial budget was to have Fire Captains for a full year, but it was pushed back to the end of the year and ended up being one pay period. The money that was budgeted was rolled over for other priorities. The equipment has a zero net expenditure because they were not received before the end of the fiscal year. All money that does not get spent in Measure S, stays in that budget and then staff comes back before the Committee. CCPD's difference in budget-to-actual is that the radios were a zero-expense due to them being received the next fiscal year. Streets showed potholes and sidewalk repair line items ended up not being done in that fiscal year as staff was focused on Front Street and Harding Avenue, the funds were rolled over. The other expenses were close to what was budgeted. The Pool's expenses had very little change from what was budgeted. For the independent audit, HDL audited the State records to make sure businesses are paying the Measure S funds to the City and gives the City sales tax projections. For FY 22-23 the reimbursement is \$81,967 and the balance of the budget is \$1,141,510. The audit was performed by Badawi & Associates, and they found no concerns over the Measure S budget. For the Committee to review tonight is the FY22/23 Annual Report. Director Leaver went over what the Annual Report contained for

FY22/23. It was estimated for \$2.2 million with the actual being \$2.4; the final expense budget was \$2.6 of which we spent \$1.4. Chairman Perry asked about the \$941k; Director Leaver explained that it is the difference between what was spent and what was budgeted. The City Council adopted the budget with the recommendations from the Measure S Oversight Committee. Finance Director Leaver stated that the City Council chose, however, to fund the part-time Records Clerk for CCPD through the General Fund (GF). Committee Member Reno asked if the part-time position for CCPD was going to be continued to be funded by the GF; Director Leaver stated it will. She stated that when there is a project that will cross over multiple years, the money goes into a CIP fund so from a Measure S perspective, when the Committee recommends and the Council approves, the money gets transferred into the CIP which makes it the Measure S expense and sits there until the project happens. The Committee has been provided with a list of all of those transfers. Chairman Perry stated that the key is transferred into the CIP to make it easier to transfer to the contractor but that any leftover money is back into Measure S budget. Vice-Chair Shamblin asked why the funds just can't be left in Measure S; Director Leaver said when it's left in the fund, it has to be budgeted every year; the actual expenses are not known. By putting it in the CIP, the project can be funded over the year. The leftover money can then be rebudgeted. Director Yeager said it is a CIP for each project separately to make the expenses trackable. The Fire Vehicle Replacement Fund, funds are put in annually – as of \$136k as of June 30th and the intention is to replace Engine 10, but it will take a long time because engines are very expensive. For CCPD, we currently have only spent \$21k for patrol cars but there is still one vehicle needing to be purchased; Chief Griffin confirmed it was one vehicle, it has been purchased, but due to a hurricane on the east coast, it has not been received. For the Pool, \$513k from Measure S, there is still \$438k last FY and more this year. For the pool flooring project – the \$130k is sitting in the fund and will be this FY. Funds were budgeted for fire hall improvements, next year's budget will have this discussed as there is a project chosen now. For CCPD, the design project has been done and will be out to bid late Summer.

Committee Member Tinkler joined the meeting at 6:24 p.m.

Chairman Perry stated that the first line on page 2 of the FY 22/23 Annual Report reads “Measure S funds are intended to fund public safety, streets, and financial oversight of Measure S Funds”. Chairman Perry stated it is necessary to clarify that Measure S Funds are not replacing funds, it augments funds. Would like to change the language so it is clearer to the public. City Attorney Rice stated that the suggestion is good and that technically the funds can be used for any GF expense legally. It is important that it is clear that it is not being used in that fashion. City Manager Wier asked if it the first line should read “intended to fund public safety, streets, swimming pool oversight” and the second statement to read “the recommendations are intended to augment”; the Committee was in consensus to accept that change in the language. Vice-Chair Shamblin asked for the number to be corrected under Fire \$628,865.

On a motion by Committee Member Reno, seconded by Committee Member Shamblin, and carried unanimously on a 4-0 polled vote, the Measure S Oversight Committee approved and adopted Resolution No. MS 2024-01, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE APPROVING A REPORT ON MEASURE S FUNDS FOR FISCAL YEAR 2022-2023; with the wording and dollar amount changes.

4. Measure S FY 24-25 Budget Discussion

- *Recommendation: Hear staff report*
- *Technical questions from the Committee*
- *Receive public comment*
- *Further Committee discussion*
- *Direct staff to prepare a resolution for the Committee's recommendations for the FY 24-25 Measure S budget; take action as necessary and appropriate*

City Manager Wier stated that if there are any recommendations for Pebble Beach Drive, it will come back before the Committee as it was not on the agenda. He went over the Measure S Balance for FY 23/24. \$544,957 was budgeted, as the year goes on the actual numbers will be known better; \$738k is what is projected for the Measure S Budget. City Manager Wier then went over the five-year plan. For Fire, there are a few changes – the SCBA budget – there is \$100k budgeted that we are looking to have rolled over. Chief Carey gave the Committee accolades for their transparency and making sure the funds were being used properly. For the SCBAs, there is more purchase power to get quotes by rolling over this fund. The realistic rollout to firefighters safer. Chairman Perry asked how long it would be rolled over; Chief Carey stated they will be incorporating waiting on the grant and only \$100k of Measure S funds will be used. The grant has 46 SCBAs with a total cost of \$200k in savings. If we pick up the grant, it will make the money go a long way. Without the grant, we can purchase 30-40. Committee Member Reno said by rolling it over we can get them by Fall; Chief Carey agreed. Vice-Chair Shamblin asked where the \$200k is now; City Manager Wier stated it is \$100k this year and \$100k next year. He also stated that if there is a year we would get the grant, it would be this year. Chief Carey said the Grant Specialist was working directly with Crescent City Fire and Rescue (CCFR). Director Leaver said there are two tracks for the SCBA purchase; in addition, we are budgeting \$32,500 is set aside per year for a mutual-fund so when this set cycles out, there is funding already there to buy replacements. Chairman Perry asked if the SCBAs get damaged; Chief Carey said they do from training, crawling around, etc. The SCBAs we will purchase are more lightweight and are technologically better. HDL says revenues will stay the same at \$2.3million. City Manager Wier stated that by budgeting conservatively, it will result in a net positive in five years. For FY 24/25 for the fire department – for staffing, it is lower than what was expected. It will be budgeted to \$30k instead of \$50k; there will be budget for \$20k for tools with the available funding. Chief Carey stated there are tools desperately needed such as nozzles. There are many items in the Department that are out of compliance. Fittings, nozzles, rescue equipment. Director Leaver stated there is a list of what the \$20k will fund to include traffic cones and safety vests. Committee Tinkler asked why the staffing is reduced, are people not hireable; Chief Carey stated this is on the volunteer side, getting volunteers is not easy as they have to stay at the station and with jobs, that's not possible. Chief Carey said our volunteers are doing a great job and keep the department running. He doesn't feel budgeting for this line is the best use of Measure S funds. Vice-Chair Shamblin asked how many volunteers there are; Chief Carey stated there are a total of 45, however about 20 that answer several calls. \$417k for Captains, \$15k for training – which alot are status quo budget; volunteer recruitment and retention; a rescue rope is a new ask – Chief Carey said it has to be logged and maintained – it's actual lives on the rope line and the current one is more than 10 years old; the new one will have a truck lift. The most recent need is training - this will help our firefighters to be better equipped to fight fires and respond to incidents. Every member of the department will get continuing education. City Manager Wier stated that there is not as much in the budget as originally budgeted for the training. \$10k of the \$20 goes to the rope rescue and \$10k goes to radio. Chief Carey said radios are the biggest need. For the Command rig, there are often 4 radios on different channels, however, there are not enough radios to have that many now. This funding will get us a start to get more for the rigs. City Manager Wier stated that turnouts are needed \$50k budgeted every year to get us into and keep us in compliance; \$25k is in CIP for the turnout fund. Chief Carey stated that a grant was received, and we were able to double the turnout purchase. Chair Perry asked if the training is via software; Chief Carey stated that the modules are online and the initial cost is \$15k, then \$7-8k per year. Director Leaver stated that the projection for the next 4 years is \$8k per year for ongoing needs. Vice-Chair Shamblin asked why inflation is not included in the numbers; Director Leaver stated that neither is revenue, these are all current time expenses. Vice-Chair Shamblin asked if salary increases are included in the Measure S funds or GF; Director Leaver stated that only the Fire Captains are fully funded by Measure S. The reason the 5-year plan comes back to the Committee annually is due to inflation. Vice-Chair Shamblin stated that the current 5-year Plan shows that the budget will have to be cut, wouldn't have voted for this unless it was reviewed on an annual basis. City Manager Wier stated \$98k for an apparatus is budgeted. Staff wanted to budget for a new apparatus aggressively as the engines are in desperate need of replacement. Engine 10 and

Truck 81 are the main focus for replacement. \$90k will be combined to last year's \$98k for a multi-purpose vehicle. Finance Director Leaver stated there \$324k set aside in the Fire Vehicle Replacement Fund. City Manager Wier stated that the Chief's Command Vehicle is in need of replacement and a USDA grant has been applied for \$50k. If we receive the grant, the City Station has some improvement needs such as an exhaust system in the garage. Take some from the CIP combined with that funding, there may be enough to fund the system, but it is all contingent on the grant. Chairman Perry asked if the ventilation system through the roof; Chief Carey said yes, there are certain requirements of height over the roof. Chair Perry warned to make sure the roof can handle it. City Manager Wier said that of the budget, some of these are partially funded by the District. Director Leaver stated that some of these things might change as staff is still working through the City budget, but this should be reasonably close. City Manager Wier stated that the Fire Chief salary and the Administrative Assistant are not funded by Measure S, that is jointly funded by the City's GF and the District.

City Manager Wier reported the five-year plan for CCPD. The budget will include a 3rd officer reallocation for other priorities for this year. There are still the same amount of officers on patrol. Portion of the Celebrite analyzer is \$3,500 for two years. He would like the trailer to cover it, but to also allow it to be used as a mobile transport. Chief Griffin reported that an enclosed trailer for the UTV is needed for \$10k. The trailer would also have radios so it can be a mobile command center and it will be a regular pull-behind trailer. Chief Griffin stated that the UTV was covered by the Office of Emergency services; Chair Perry asked what a UTV is; Chief Griffin stated it has seats on the front and none in the back; it is also outfitted with lights, siren and Department identifying decals. The cost of the trailer will not be a full \$10k, it just allows him some flexibility to equip it for a command unit. City Manager Wier stated that with facility improvements, there was a bit of a snag in the Geotechnical inspection. Director Yeager said the bid set will occur mid-August. Early November for the bid to go out. For the design piece, USDA loan is being sought. Director Leaver is also in discussions with Urban Futures. USDA loan is a 4% interest rate. Currently, we have 6 new police vehicles and the newest one, the K9 Supervisor rig arrived today. It is planned to have a new vehicle every year, and since we have 6 new ones now, we can skip a year if we need to; the School Resource Officer is funded by the ABC Grant at 70%. There is no funding this year for a new officer, funding is put in the out-years; body cameras, tasers, and dash cameras are in the budget. Eight have been installed in vehicles currently. Chief Griffin stated that the camera turns on for speed, if the officer pulls their gun, activates their taser, a crash, or if lights and sirens are turned on. There is a camera that faces the suspect and one facing the officer. He reported he can log in to any of the camera to monitor the activity. It was currently put in use when an officer got into a fight and didn't know where he was, couldn't radio for help because of the fight – Chief Griffin was able to log in, find his location and send assistance. The DA's office has full access to the camera footage. Vice Chair Shamblin asked about the \$40k annually; Chief Griffin stated it is for the evidence storage contract for the dash cameras, body cameras and the technical support and updates. Vice-Chair Shamblin stated that he felt it was very expensive; Chief Griffin agreed but said that these are the best in the business and well worth the expense. The evidence collection is invaluable. There was a \$25million lawsuit that due to the use of cameras, it saved the lawsuit. Committee Member Tinkler said that once we have the third officer, there won't be more funding needed; Chief Griffin said no, we are budgeted for 15 and have 14 currently. The body camera footage has allowed CCPD to be completely transparent. Chief Griffin gave an example of a time when he had forgotten to turn on his body camera, and this one turned on automatically. Witnesses of a crime can upload their personal videos to this cloud-based evidence storage. The \$110k is going to the utility trailer, cellphone analyzer, and non-contact substance analyzer. The second K9 as well as a third K9, is an ongoing cost of \$8k a year. The third K9 arrived last week and are currently in training now. K9 Murtaugh is with handler Officer Sperling. For debt service, \$90k is budgeted, but may be closer to \$120-130k. There will be no debt service in this year, however it will be in next year. Slightly negative given the budget-to-actual, but it is close. Director Leaver stated that she would feel more comfortable with the \$90k in the budget until staff hears from USDA. It is up to the Committee to decide if they want to put it in. City Manager Wier stated it could be used as set aside. Committee

Member Reno asked if the GF has anything in it for PD building funds, or is Measure S expected to fully pay for the debt service. City Manager Wier stated that it hasn't been done in the past but can be reviewed. Vice-Chair Shamblin asked about the budget for \$80k vehicle replacement, why is it this amount, especially since we just purchased 6. Chief Griffin stated that the most recent quote for a new rig fully outfitted is \$79k. Vice-Chair Shamblin stated that since 6 has already been purchased do we need to buy one every year and the budget should be \$40k; City Manager Wier explained what the ChP recommends for patrol cars. Chairman Perry agrees with the debt service and thinks leaving it in is a better choice. Committee Member Tinkler asked about the \$80k and if it included the full package; Chief Griffin stated that everything except for the decals. The plan to replace them every 10 years is because 10k miles are put on the vehicles annually. It doesn't need to be \$80k every year. Chief Griffin stated that the "new" vehicles are used vehicles and he got a good deal on them all. Vice-Chair Shamblin stated that he just wanted it to be clear to the public of what is moving forward. \$513k is the PD budget.

The Pool is identical to this year's budget. It has an additional supervisor and more lifeguards. There will be a VFD pump, so there is a little hold on it until we get the bids. There will be a remote monitor for the chemicals for the pool. Pool operation costs are going up, but the budget is not. This budget is being kept status quo, and Measure S has given invaluable funding. Chairman Perry asked about the projects; City Manager Wier stated they are the HVAC, flooring and the pool deck which is in the CIP. Vice-Chair Shamblin asked about the Operations Budget for \$325k for this year and what it will come to; Director Leaver stated it will be close as it covers staffing, electricity and propane, and the online reservation system, which will probably take the full budget as it is projected to be spent. If we go over budget, the City's GF picks up the overage. City Manager Wier stated that the key components of the \$50k will come back.

City Manager Wier reported to the Committee the budget for streets. Some money was able to be rolled over - \$175k potholes, \$180k sidewalks, \$68,345 for striping. There has been striping done all over town, A Street, Cooper, Northcrest and around the schools. There have been small patchwork and paving done on K Street and Cooper in the Fall; Director Yeager 29 locations throughout - 20 square feet of patching. 5th and G will be done tomorrow. There is \$87k in potholes remaining. For sidewalks, there has been work done at Joe Hamilton School and some trip hazards fixed. Director Yeager stated that last Fall, 150 spots were done and this year there will be another 150 spots budgeted for. There is \$600k left in the budget and there are several projects that can be considered.

Regarding the Pebble Beach project, which cannot be discussed tonight, do we hold these funds until we know about funding? It is still unknown if it can be funded by Office of Emergency Services (OES) funds. Do we have another meeting to discuss this funding. City Manager Wier stated that since Committee Member Tinkler lives right by the slide there potentially could be a conflict of interest; City Attorney Rice said that since this is street maintenance and repair and not a new street, it does not apply to conflict of interest and Committee Member Tinkler's decision to vote on it or not. City Manager Wier stated that we may hear soon about the funding and we can agendaize this and have a more in depth discussion about it. Our options are limited for cash flow in regards to Pebble Beach. There is some funding from local funds - to get the road back, there would be a lot of sacrifices that would need to be made. This will cost several million dollars - it's a large stretch and by only fixing a portion, there is the risk of the rest of the road continuing to fall. Chair Perry asked the status of the project; City Manager Wier stated \$32million has been approved at a State level for the project. The design aspect of it is done. It is 97% funded - 88 ½% funded by State Roads, CalTrans 75% of the 12%; the City would be responsible for \$1million of the project if everything goes smoothly. There are no Coastal Development permits - they have been applied for, but there have been additional requests from the Coastal Commission for more information. They are concerned about the permanent fix. The funding is not ready for us - it is called advanced construction. You finish the project, then they go to Congress to get reimbursed. The City will need to come up with \$32million to then wait 2-3 years to be reimbursed. OES funds are in the same boat - it is 100% reimbursable, but the same process as the other

funding. There is a bridge loan, however, since it is unknown about getting the money, no bank would loan that. Committee Member asked why funding was approved if we don't know if we can get the money; Director Leaver stated the project is approved, not the funding. Chair Perry asked what the total cost of the project; Director Yeager \$2.5-3million is the cost of the whole project. Who is doing the design; Director Yeager said the same company that is doing the Geotechnical testing. Director Leaver asked if the Committee wants to have this on the next agenda for full discussion? Committee Member Reno wants to see this agendized as working with the Coastal Commission takes years. Chairman Perry said that Pebble Beach Drive is critical to the community. Asked if the Coastal Commission is pushing back on the repair; City Manager Wier stated that the current micro-pile wall is approved, but the whole protection for the bottom of the wall is something they are not in favor of. Committee Member Tinkler said that the transparency for the use of Measure S funds is necessary for the public. Does not want any rash decisions made on this project wants to make sure the funding is being used for what it was said it would be used for such as road repair, potholes, etc. Does not approve Measure S funds being used for Pebble Beach repair. City Manager Wier stated that it depends on the funding available and appreciates where Committee Member Tinkler come from. Committee Member Tinkler said social media and the paper should have an article explaining to the public what the status of Pebble Beach Drive is. Chairman Perry asked what would be given up on pothole repair; City Manager Wier stated that can be brought back. Director Yeager said there are decisions on what roads to fix if you were to have \$32million. Chairman Perry said he was looking for a high visibility project such as the end of A Street. Director Yeager said that large patch paving can be done on two half sections of A Street, 7th and 8th. The second "s" curve can also be done. Chairman Perry asked what the \$200k was used for; Director Yeager said some safety projects have been done. Chairman Perry asked if potholes or paving take more time? Director Yeager stated it is more efficient to do a larger project. Vice-Chair Shamblin asked about showcasing projects; Director Yeager stated that improving streets before they get worse. City Manager Wier stated that projects can be put together with costs associated. Chairman Perry asked about residential streets with low activity, would a slurry work? Director Yeager said you are lengthening the life, not repairing the road. A large enough project is what needs to be done. City Manager Wier stated that this summer, CalTrans is doing a micro-seal project. Director Yeager said doing the travel area works well. Vice-Chair Shamblin stated that the streets in LA and San Bernadino are just as bad as up here. City Manager Wier stated before Measure S, there was no budget for streets and why they are so bad.

City Manager Wier stated that bringing back the approval of budget recommendations. Bringing back a resolution with the costs in the PD and Fire budget to get clear direction from the Committee. Vice-Chair Shamblin wanted to stress the importance of including inflation in the costs.

Chair Perry asked about the fronting of \$75 for Front Street; City Manager Wier said Front Street has 9 funding sources. One of the funds is CRRSAA – which was allocated to Front Street. Senator Huffman \$750k for the next block. G to I Street was funded by multiple funding sources. The next block I to Play – CalTrans said you can't use the funds on an already bid project. Now \$500k has to be set out and bid it out separate and have two projects go out at the same time. CalTrans broke precedent with another community and called the City and said they can get on board. Director Yeager said this will happen in May. City Manager Wier said the project is funded to the dollar, with no contingency. The Council directed staff to come before the Committee to get the \$75k fund approved. Committee Member Reno asked if this money can go back in if it's not used; City Manager Wier stated yes. Chairman Perry asked if the City needs the Committee to approve the \$75k or don't they have the authority to just approve it? City Manager Wier stated the Council values the Measure S Oversight Committee and wants to have a recommendation from them. City Manager Wier stated there is another grant for \$3million which will do pedestrian improvements from Play Street to the highway. We have conditionally been awarded the \$3million, so we have the \$6million to do the blocks. It will also include a full rebuild on 2nd and K Street. This funding will finish Front Street.

City Manager Wier proposed the following dates – April 25th – Vice-Chair Shamblin stated he will be out of town that whole week. April 29th – Committee Member Tinkler cannot make that day as she has Symphony; April 30th – Chairman Perry will check his schedule; this date works for most of the committee.

MEASURE S OVERSIGHT COMMITTEE ITEMS

➤ City Manager Report

ADJOURNMENT

On a motion by Committee Member Tinkler, seconded by Committee Member Reno, and carried unanimously, the Measure S Oversight Committee adjourned the meeting at 8:41 p.m. to the next meeting of the Measure S Oversight Committee on Monday, April 30, 2024 at 5:30 p.m. at the Wastewater Treatment Facility conference room, 210 Battery Street, Crescent City, CA.

ATTEST:

Robin Altman
City Clerk/Administrative Analyst



MEASURE S OVERSIGHT COMMITTEE AGENDA REPORT

TO: CHAIR PERRY AND MEMBERS OF THE MEASURE S OVERSIGHT COMMITTEE

FROM: ERIC WIER, CITY MANAGER

BY: LINDA LEAVER, FINANCE DIRECTOR

DATE: APRIL 30, 2024

SUBJECT: FY23/24 AND FY24/25 EXPENDITURE RECOMMENDATIONS FOR MEASURE S FUNDS

RECOMMENDATION

- Hear staff presentation
- Technical questions from the Committee
- Receive public comment
- Further Committee discussion
- Approve and adopt Resolution No. MS2024-02, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE AMENDING THE RECOMMENDED EXPENDITURES OF MEASURE S FUNDS FOR FY 23/24
- Approve and adopt Resolution No. MS2024-03, A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE RECOMMENDING EXPENDITURES OF MEASURE S FUNDS FOR FY 24/25

BACKGROUND

In 2021, the Measure S Oversight Committee met on the following dates and heard the needs on the accompanying topics to develop a five-year plan and the recommended budget for FY 21/22:

- February 25, 2021 – Crescent City Police Department
- March 9, 2021 – Streets
- March 29, 2021 – Crescent City Fire and Rescue
- April 12, 2021 – Fred Endert Municipal Pool
- April 26, 2021 – FY 21/22 Summary Presentation

This 5-year plan has been the basis for the Measure S recommended expenditures for the past three fiscal years (21/22, 22/23 and 23/24). Over the course of these fiscal years, the Measure S Committee met multiple times to discuss updated revenue projections,

current expenditures, and additional needs of the Police Department, Fire Department, Pool, and Streets. As a result of these meetings the expenditures were amended from time to time and submitted to the City Council for consideration.

The Measure S Oversight Committee met on April 3, 2024 to receive the FY 22/23 financial statements and report prepared by the independent Measure S auditor (Badawi & Associates) and adopted Resolution No. MS2024-01. This resolution approved the Committee's Annual Report on Measure S Funds for Fiscal Year 2022-2023. The report confirms the amount of Measure S revenues received, the total expenditures, the balance of Measure S funds as of 6/30/23, and what departments/projects were funded with Measure S revenues in FY 22/23.

ITEM ANALYSIS

On April 3, 2024, the Measure S Oversight Committee met to review the five-year plan for Measure S revenues, and to hear about funding needs / department requests for the FY 24/25 budget. The attached Resolution No. MS2024-03 outlines the recommended expenditures discussed. The majority of the requested expenses are ongoing expenses for the various departments including funding additional police officers, fire captains, police and fire training, Police, Fire, Pool and Street equipment needs, as well as operational needs for the Pool. In addition, new items included in the FY 24/25 recommendations are expenses for a utility trailer for the Police all-terrain vehicle, Fire Department Command Training System, Rope Rescue Equipment, and radios for Fire apparatus. As directed by the Committee, staff has included a list of anticipated FY24/25 pool expenditures to be purchased with the Pool Measure S Parts and Supplies budget in the resolution.

Other items for Committee discussion:

Pool Capital Improvement Projects (HVAC / Flooring)

On April 18, 2024, staff opened bids for the Pool HVAC project. We only received one bid. The bid was submitted by Adams Construction in the base bid amount of \$1,156,017. The base bid includes installation of a dehumidification system and replacing the boilers in kind. If approved this project will increase the temperature and humidity control resulting in better comfort for swimmers, bystanders, and staff as well a building that will have a longer useful life as it will have less humidity and be less vulnerable to dry rot and mold. Staff will be recommending that the Council approve the base bid and also authorize one of the bid alternates in the amount of \$16,000 to seal the building envelope. This bid alternate is a reasonable cost and completing the work during the pool closure for the HVAC project is ideal. This would result in a contract of \$1,172,017.

The budget for this project comes from a FY 21-22 transfer of Measure S (\$516,233) plus City General Fund contribution of \$670,158 for a total project budget of \$1,186,391. The contract for design was \$140,384, leaving \$1,046,007 remaining. The base bid plus the alternate to seal the building envelope would result in a budget shortfall of \$126,001 (with

no contingency).

Measure S expenditures to date (FY23/24) are under budget. Staff recommends transferring \$30,000 from the FY23/24 pool parts and supplies budget to this capital project as well as \$20,000 in the next fiscal year's budget (FY24/25). This would decrease the overall parts and supplies budget and increase the capital contribution in the current fiscal year's budget (see attached Resolution No. MS2024-02 amending the FY23/24 Budget Recommendations). On May 10, 2024, the City will receive bids on the Pool Deck / Locker Room Flooring project. We currently have a budget of \$320,000 of Measure S funding for this project. If bids come in under this amount, then any surplus funding could be transferred to the HVAC project. It is anticipated that staff will take this item to the Council for consideration on May 20, 2024. At that time, the Council may direct additional funding from the General Fund or Measure S if necessary.

Street Improvement Projects (Pebble Beach Drive Discussion)

Funding and cashflow might be needed in FY24/25 for repairs to Pebble Beach Drive, which is currently closed due to a slide that has undermined the road. Staff is working diligently with Caltrans, Cal OES, and Federal Highways to get the emergency officially declared by the State and emergency funding authorized. However, even if emergency funding is available, staff have been told that the funding would be disbursed on a reimbursement basis, which could take several years as Congress must allocate funds to the emergency and then process reimbursement to the City. The current estimate for the most feasible option (micro-pile system) for the emergency bank stabilization and Pebble Beach roadway repair is \$2 – \$3 Million. However, this estimate is only for the current failed portion (approximately 250 lineal feet between 7th & 8th Street) of the roadway and does not address the other areas that we know are vulnerable. Geotechnical studies that have been completed reveal that the entire length of the bluff between 6th street and the Preston Island access road (approximately 1550 lineal feet) is in need of stabilization.

The proposed FY24/25 recommended Measure S budget for street improvements includes \$200,000 in minor street / pedestrian repairs (potholes, crack seal, and sidewalk repairs / replacement) as well as \$600,000 for a major street improvement project of which \$75,000 has been recommended to be held for Front Street (I street to Play Street) contingency. Staff are seeking further direction on these FY24/25 street expenditures as well as this year's FY23/24 remaining budgeted but not yet spent street budget of approximately \$850,000 (\$250,000 remaining for minor street improvements and \$600,000 for a major rehabilitation project).

Options for Committee consideration include:

- Not expend any of the funds listed above until an official determination / options for the repair of Pebble Beach are known.
- Expend only the minor repair budget of approximately \$250,000 in FY23/24 plus \$200,000 in FY24/25 and save the unallocated major road repair funds in the

amount of \$1,525,000 until we know more about the Pebble Beach Drive project funding.

- Expend all of the funds as originally intended on local road projects. This could, however, limit the City's future options regarding the repair and stabilization of Pebble Beach Drive.

Please note that unless otherwise directed by the Committee, any unspent FY23/24 funds as of June 30, 2024 will be rolled over to FY24/25.

In addition, staff recommend the Committee approve utilizing the \$40,000 budgeted in the current fiscal year to purchase a crack seal machine to hire a contractor to perform crack sealing. The purchase of the machine has not been made to date due to a lack of staff capacity to perform the crack sealing if the machine were bought. The proposed resolution MS2024-02 removes this budget item.

Police Department Vehicle Replacement Plan

The Committee directed staff to bring back a Police Vehicle Replacement Plan (attached). This plan outlines the following criteria for Police vehicle replacement:

- Primary Patrol Vehicles
 - Minimum of 4 vehicles needed,
 - Estimated 10,000 miles / year
 - Not more than 10 years old
 - Less than 100,000 miles
 - Then transition to Admin or Reserve Patrol (Estimated 7500 miles / Year)
 - Not more than 15 years old
 - Less than 130,000 miles
- K9 Vehicles
 - Minimum of 3 primary K9 vehicles needed, plus 1 reserve
 - Estimated 12,000 miles / year - Extra mileage due to additional training
 - Not more than 10 years old
 - Less than 120,000 miles
 - Then transition to reserve until next K9 Unit is purchased
- Admin Vehicles (Chief / Detective – Unmarked)
 - Minimum 2 Administration Vehicles Needed
 - Estimated \$8,000 miles / year)
 - Not more than 15 years old
 - Less than 120,000 miles

This plan does not affect the budget recommendations for FY24/25. However, as indicated in the analysis, we do not show a need to purchase a vehicle in FY25/26,

FY27/28, or FY29/30. This makes sense as we were able to purchase multiple units over the past several years. Thereafter, the plan indicates that beginning with FY 30/31, we would need to purchase one vehicle per year through FY 36/37.

The attached draft 5-Year Measure S Spending Plan has been updated to reflect the above discussion as well as this updated Police Department Vehicle replacement schedule.

FISCAL IMPACT

The attached resolution reflects the recommendations as directed by the Committee on April 3, 2024, totaling net Measure S recommended expenditures in the amount of \$2,610,232 for FY 24/25. If adopted this recommendation will be submitted to the Council for consideration to be included in the FY 24/25 budget.

The audited Measure S balance as of June 30, 2023 was \$1,141,510. The current fiscal year is estimated to end with a Measure S balance of \$738,068. The recommended Measure S expenditures for FY 24/25 would result in an ending balance of \$427,836 as of June 30, 2025.

ATTACHMENTS

- Resolution No. MS2024-02
- Resolution No. MS2024-03
- Police Department Vehicle Replacement Plan (dated 4.26.24)
- Draft 5-Year Measure S Spending Plan Summary

RESOLUTION NO. MS2024-02

A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE AMENDING THE RECOMMENDED EXPENDITURES OF MEASURE S FUNDS FOR FY 23/24

WHEREAS, on November 2, 2020, the voters of the City of Crescent City approved Measure S, an ordinance imposing a local 1.0% Transactions and Use Tax; and

WHEREAS, Measure S requires a citizens' oversight committee to review and report on Measure S revenues and expenditures; and

WHEREAS, the Measure S Oversight Committee met in 2021 to establish a 5-year plan for funding projects with Measure S funds; and

WHEREAS, the Measure S Oversight Committee has made expenditure recommendations in FY 21/22, FY 22/23, and FY 23/24 based upon the 5-year plan as well as other needs and projects brought before the Committee; and

WHEREAS, the Measure S Oversight Committee has met throughout each fiscal year to receive revenue and expenditure updates as well as to hear requests for additional or different expenditures and has amended its recommendations from time to time; and

WHEREAS, the Measure S Oversight Committee met on March 1, 2023 to receive the FY21/22 financial statements and independent auditor's report prepared by the independent Measure S auditor (Badawi & Associates) and adopted Resolution No. MS2023-02, A Resolution of the Crescent City Measure S Oversight Committee approving a report on Measure S Funds for Fiscal Year 2021-2022; and

WHEREAS, the Measure S Oversight Committee met on March 29, 2023 to receive an update from the City Manager on proposed amendments to the FY 22/23 recommended expenditures, review of the five-year plan for Measure S revenues, and funding needs / department requests for the FY 23/24 budget, and

WHEREAS, On April 10, 2023 the Measure S Oversight Committee adopted Resolution MS2023-03 stating the FY 23/24 Expenditure Recommendations for Measure S funds.

WHEREAS, the Measure S Oversight Committee met on November 14, 2023 to receive an update from the City Manager on FY22/23 expenditures and proposed FY22/23 to FY 23/24 rollover budget amendments for projects that were not completed by June 30th, 2023; and

WHEREAS, the Measure S Oversight Committee met on April 30, 2024 to receive an update from the City Manager on FY23/24 expenditures and proposed amendments to the FY23/24 budget including the Pool capital improvements and removing the expense of purchasing a crack seal machine due to City staff capacity; and

WHEREAS, the Measure S Oversight Committee finds the recommended expenditures to be an appropriate use of Measure S funds, which are intended to support the City's Fire Department, Police Department, streets, and swimming pool.

NOW, THEREFORE, BE IT RESOLVED, by the Crescent City Measure S Oversight Committee that the amended FY 23/24 Expenditure Recommendations for Measure S funds as set forth on Exhibit A, attached hereto, are hereby adopted.

PASSED AND ADOPTED and made effective the same day by the Crescent City Measure S Oversight Committee on this 30th day of April 2024, by the following polled vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ernie Perry, Chair

ATTEST:

Robin Altman, City Clerk

Measure S Oversight Committee

Fiscal Year 2023/2024

Expenditure Recommendations

Resolution No. MS 2024-02

Exhibit A

Amended 04/30/2024

Fire Department (\$695,569 net expense)

Fund Three Fire Captains for Engine Response Coverage	\$ 377,140*
Continue Volunteer Stipend Program	\$ 101,536*
Volunteer Station Staffing Program	\$ 40,230*
Increased Training Program	\$ 20,000*
Apparatus / Vehicle Replacement Fund	\$ 98,000
Small Equipment Replacement	\$ 10,000
SCBA Replacement	\$ 100,000
Turnout Replacement	\$ 50,000*
SCBA - Set Aside	\$ 32,500
Turnout - Set Aside	\$ 25,000*
Quick Response Vehicle Set Aside	\$ 90,000

Rollover Items From FY22/23

Radios	\$ 75,000*
SCBA compressor for City station	\$ 65,000
Skid-mounted pump	\$ 12,500

*Crescent Fire Protection District Reimbursement for shared cost items (\$401,260)

Police Department (\$489,811)

Fund Two Additional Patrol Officers	\$ 198,698
Detective Assignment (1/1/24)	\$ 2,249
2 nd K9 Officer (Supplies, Officer Training)	\$ 8,000
3 rd K9 Officer (Initial Costs, Supplies, Officer Training) (1/1/24)	\$ 19,000
Body & Tasers (Premium)	\$ 47,250
Vehicle Replacement	\$ 80,000
Vehicle Dash Cameras	\$ 36,614
Medical Supplies	\$ 5,000
Defensive Tactics Training Suit	\$ 3,000
City Incident Command Equipment	\$ 5,000
Secure Vehicle Storage Equipment	\$ 7,500
Debt Service	\$ 0
Capital Facility Improvement Fund	\$ 60,000

Rollover Items From FY22/23

Radios	\$ 17,500
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Measure S Oversight Committee
Resolution No. MS 2024-02, Exhibit A

Street Improvements (\$1,088,673)

Pothole / Crack Seal / Minor Repairs	\$100,000
Sidewalk Repairs	\$100,000
Striping	\$ 40,000
Streetlight Repair	\$ 45,000**
Pavement Management	\$ 0**
Street Repair (Crack Seal Machine)	\$ 0**
Street Repair Equipment (Striping Machine)	\$ 10,000
Street Preservation Project Construction	\$600,000

Rollover Items From FY22/23

Pot hole, crack seal, minor repairs	\$ 75,944
Sidewalk repairs	\$ 89,384
Striping	\$ 28,345

** Amended 4.30.24

Fred Endert Swimming Pool (\$575,000)

Operations (Personnel / Electricity / Propane Costs)	\$325,000
Locker Room Flooring	\$ 20,000
Pool Deck Surfacing	\$170,000
Front Office Security Improvements	\$ 10,000
Pool HVAC Project	\$ 30,000**
Parts / Supplies / Equipment	\$ 20,000**

Including:

- Hydration station*
- Spa / Pool filters*
- Gel and membranes*
- Bleachers*
- Pool recirculation pump & motor*
- Chemical probes*

** Amended 4.30.24

Finance Department (\$7,500)

Sales tax consultant (ongoing audit and projections)	\$ 5,000
Independent audit	\$ 2,500

Total Recommended FY23/24 Measure S Expenditures (Net) \$2,856,553* **

*Including Crescent Fire Protection District Reimbursement

**Amended 4.30.24

The Committee recognizes that actual expenditures may vary from the recommended amounts, due to staffing (timing of new hires, actual cost of benefits, experience level of new hires, etc.), actual costs of purchases, and timing of projects. Recommended projects may be carried forward to the next fiscal year if not completed in this year.

RESOLUTION NO. MS2024-03

**A RESOLUTION OF THE CRESCENT CITY MEASURE S OVERSIGHT COMMITTEE
RECOMMENDING EXPENDITURES OF MEASURE S FUNDS FOR FY 24/25**

WHEREAS, on November 2, 2020, the voters of the City of Crescent City approved Measure S, an ordinance imposing a local 1.0% Transactions and Use Tax; and

WHEREAS, Measure S requires a citizens' oversight committee to review and report on Measure S revenues and expenditures; and

WHEREAS, the Measure S Oversight Committee met in 2021 to establish a 5-year plan for funding projects with Measure S funds; and

WHEREAS, the Measure S Oversight Committee made expenditure recommendations in FY 21/22, FY 22/23, and FY 23/24 based upon the 5-year plan as well as other needs and projects brought before the Committee; and

WHEREAS, the Measure S Oversight Committee has met throughout each fiscal year to receive revenue and expenditure updates as well as to hear requests for additional or different expenditures and has amended its recommendations from time to time; and

WHEREAS, the Measure S Oversight Committee met on April 3, 2024 to receive the FY22/23 financial statements and independent auditor's report prepared by the independent Measure S auditor (Badawi & Associates) and adopted Resolution No. MS2024-01, A Resolution of the Crescent City Measure S Oversight Committee approving a report on Measure S Funds for Fiscal Year 2022-2023; and

WHEREAS, on April 3, 2024 the Measure S Oversight Committee also reviewed the five-year plan for Measure S revenues, and funding needs / department requests for the FY 24/25 budget, and

WHEREAS, the Measure S Oversight Committee finds the recommended expenditures to be an appropriate use of Measure S funds, which are intended to support the City's Fire Department, Police Department, streets, and swimming pool.

NOW, THEREFORE, BE IT RESOLVED, by the Crescent City Measure S Oversight Committee that the FY 24/25 Expenditure Recommendations for Measure S funds as set forth on Exhibit A, attached hereto, are hereby adopted.

PASSED AND ADOPTED and made effective the same day by the Crescent City Measure S Oversight Committee on this 30th day of April 2024, by the following polled vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Ernie Perry, Chair

ATTEST:

Robin Altman, City Clerk

Measure S Oversight Committee

Fiscal Year 2024/2025

Expenditure Recommendations

Resolution No. MS 2024-03

Exhibit A

Fire Department (\$818,991)

	Roll Over FY 2023-24	Recommendation FY 2024-25	Total Budget FY 2024-25
<u>Costs shared with Fire District</u>			
Volunteer stipends		\$ 101,693	\$ 101,693
Station staffing		\$ 30,000	\$ 30,000
Full-time Captain positions		\$ 417,487	\$ 417,487
Training		\$ 15,000	\$ 15,000
Command Department Training System	\$ 15,000		\$ 15,000
Volunteer recruitment and retention		\$ 5,000	\$ 5,000
Equipment and tools	\$ 20,000	\$ 10,000	\$ 30,000
Rope rescue equipment	\$ 10,000		\$ 10,000
Radios (apparatus)	\$ 10,000		\$ 10,000
Turnouts and helmets (\$250,000 total)		\$ 50,000	\$ 50,000
Transfer to Veh/Equip Fund (future turnouts)		\$ 25,000	\$ 25,000
<u>City-only costs</u>			
Transfer to apparatus replacement fund		\$ 98,000	\$ 98,000
Transfer to Veh/Equip Fund (quick response vehicle)		\$ 90,000	\$ 90,000
Transfer to Veh/Equip Fund (Chief command vehicle)		\$ 90,000	\$ 90,000
SCBA for City	\$ 100,000	\$ 100,000	\$ 200,000
Transfer to Veh/Equip Fund (future SCBA)		\$ 32,500	\$ 32,500
Total Fire Expenditures	\$ 155,000	\$ 1,064,680	\$ 1,219,680
Fire District Reimbursement	\$ 29,425	\$ 371,264	\$ 400,689
Net Expenditures	\$ 125,575	\$ 693,416	\$ 818,991

Measure S Oversight Committee
 Resolution No. MS 2024-03, Exhibit A

Police Department (\$513,250)

	Roll Over FY 2023-24	Recommendation FY 2024-25	Total Budget FY 2024-25
1st additional officer		110,101	110,101
2nd additional officer		110,101	110,101
3rd additional officer (Funded by DOJ Grant until FY25/26)			-
Detective assignment		4,684	4,684
Body cameras and tasers		47,250	47,250
Dash cameras (annual cost)		36,614	36,614
Cell phone analyzer annual cost (partial)		3,500	3,500
Medical supplies		5,000	5,000
Enclosed trailer for UTV		10,000	10,000
Second K9 (ongoing costs - vet, food, training)		8,000	8,000
Third K9 (ongoing costs - vet, food, training)		8,000	8,000
Transfer to vehicle replacement fund		80,000	80,000
Debt service		90,000	90,000
Total Expenditures	-	513,250	513,250

Street Improvements (\$895,000)

	Roll Over FY 2023-24	Recommended FY 2024-25	Total Budget FY 2024-25
Pot hole, crack seal, minor repairs		100,000	100,000
Sidewalk repair or install		100,000	100,000
Striping		50,000	50,000
Street lights		45,000	45,000
Street preservation project (transfer to CIP fund)		600,000	600,000
Total Expenditures	-	895,000	895,000

Fred Endert Swimming Pool (\$375,000)

	Roll Over FY 2023-24	Recommended FY 2024-25	Total Budget FY 2024-25
Operations (staffing, utilities, supplies, etc.)		325,000	325,000
Equipment, parts, repairs		30,000	30,000
Transfer to CIP Fund (HVAC / dehumidification project)		20,000	20,000
Transfer to CIP Fund (locker room floor)			-
Transfer to CIP Fund (pool deck)			-
Total Expenditures	-	375,000	375,000

Included in equipment, parts, repair budget above
Industrial floor cleaner
VGB Main Pool Drain Grates
Pool & Spa filters
Chemical Sensor Probes, Gel, and Membranes
Lane Line Tensioners

Measure S Oversight Committee
 Resolution No. MS 2024-03, Exhibit
 A

Finance Department (\$7,991)	Roll Over	Recommended	Total Budget
	FY 2023-24	FY 2024-25	FY 2024-25
Independent audit		2,991	2,991
Sales tax consultant (projections & business audits)		5,000	5,000
Total Expenditures	-	7,991	7,991

Total Recommended FY24/25 Measure S Expenditures **\$2,610,232***

*Including Crescent Fire Protection District Reimbursement

The Committee recognizes that actual expenditures may vary from the recommended amounts, due to staffing (timing of new hires, actual cost of benefits, experience level of new hires, etc.), actual costs of purchases, and timing of projects. Recommended projects may be carried forward to the next fiscal year if not completed in this year.

10 Year - Estimated Police Department Vehicle Replacement Plan

Summary

Date: 4.26.24

<u>Year</u>	<u># of Vehicles Purchased</u>	<u>Use</u>
FY24/25	1	Admin Vehicle
FY25/26	0	No New Purchases
FY26/27	1	Patrol Vehicle
FY27/28	0	No New Purchases
FY28/29	1	K9 Patrol Vehicle
FY29/30	0	No New Purchases
FY30/31	1	Patrol Vehicle
FY31/32	0	No New Purchases
FY32/33	2	K9 Patrol Vehicle & Patrol Vehicle
FY33/34	1	K9 Patrol Vehicle

Police Department Vehicle Replacement Plan

Date 4.26.24

10 Vehicles Total

Vehicle Replacement Guidelines				Est. Mileage per	
Use	Minimum Needed	Max Mileage	Max Age	Year	Year
Patrol Vehicles	Min 4 EA	<100,000 Miles	10	10000	
K9 Vehicles	Min 3 EA	<120,000 Miles	10	12000	
Reserve Patrol	N/A	<130,000 Miles	15	7500	
Chief / Admin / Detective	Min 2 EA	<120,000 Miles	15	8000	

Total Vehicles = 10
 New Purchase = 0

UNIT #	YEAR MAKE MODEL	Use	Current MILEAGE (FY24)	Estimated Mileage																				
				FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40	FY41	FY42	FY43	FY44	FY45
XX	2024 Tahoe (FY25)	Admin (Chief) - Unmarked		0	8,000	16,000	24,000	32,000	40,000	48,000	56,000	64,000	72,000	80,000	88,000	96,000	104,000	112,000	0	8,000	16,000	24,000	32,000	40,000
64	2021 Ford F-150	Admin (Detective) - Unmarked	21,000	29,000	37,000	45,000	53,000	61,000	69,000	77,000	85,000	93,000	101,000	109,000	117,000	0	8,000	16,000	24,000	32,000	40,000	48,000	56,000	64,000
68	2018 Ford Interceptor	Patrol / K9 Kostva	55,390	67,390	79,390	91,390	103,390	0	12,000	24,000	36,000	48,000	60,000	72,000	84,000	96,000	108,000	0	12,000	24,000	36,000	48,000	60,000	72,000
63	2019 Ford Interceptor	Patrol / K9 Murtaugh	14,028	26,028	38,028	50,028	62,028	74,028	86,028	98,028	110,028	0	12,000	24,000	36,000	48,000	60,000	72,000	84,000	96,000	108,000	0	12,000	24,000
61	2023 Tahoe	Patrol / K9 Kai	350	12,350	24,350	36,350	48,350	60,350	72,350	84,350	96,350	108,350	0	12,000	24,000	36,000	48,000	60,000	72,000	84,000	96,000	108,000	0	12,000
65	2017 Ford Interceptor	K9 Reserve / Patrol	95,736	103,736	110,736	118,736	125,736	0	30,000	40,000	50,000	60,000	70,000	80,000	90,000	100,000	107,500	115,000	122,500	0	10,000	20,000	30,000	40,000
57	2017 Ford Interceptor	Patrol	88,203	98,203	105,703	113,203	120,703	128,203	0	20,000	30,000	40,000	50,000	60,000	70,000	80,000	90,000	100,000	107,500	115,000	0	10,000	20,000	30,000
60	2015 Ford Interceptor	Patrol	99,063	106,563	114,063	0	10,000	20,000	30,000	40,000	50,000	60,000	70,000	80,000	90,000	100,000	107,500	115,000	0	10,000	20,000	30,000	40,000	
59	2017 Ford Interceptor	Patrol	79,953	89,953	99,953	107,453	114,953	122,453	129,953	0	10,000	20,000	30,000	40,000	50,000	60,000	70,000	80,000	90,000	100,000	107,500	115,000	0	10,000
58	2018 Ford F-150	Patrol	12,614	22,614	32,614	42,614	52,614	62,614	72,614	82,614	92,614	0	10,000	20,000	30,000	40,000	50,000	60,000	70,000	80,000	90,000	100,000	107,500	115,000
56	2021 Ford F-150	Patrol	33,029	43,029	53,029	63,029	73,029	83,029	93,029	100,529	108,029	115,529	123,029	0	10,000	20,000	30,000	40,000	50,000	60,000	70,000	80,000	90,000	100,000
66	2022 Ford Interceptor	Patrol	14,836	24,836	34,836	44,836	54,836	64,836	74,836	84,836	94,836	104,836	112,336	119,836	0	10,000	20,000	30,000	40,000	50,000	60,000	70,000	80,000	90,000

Measure S Oversight Committee Revenue and Expenditure Summary

	Prior Years			Current Year		Upcoming Year			Future Years for 5-Year Plan				
	Actual			Budget	Projected	Roll Over From FY 24	New	Total Budget FY 24-25	Forecast				
	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24		Request FY 24-25		FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	
Revenues													
Measure S tax revenue	452,930	2,248,200	2,319,969	2,300,000	2,300,000	-	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000
Fire District reimbursement	-	35,584	81,967	401,260	363,468	29,425	371,264	400,689	398,195	405,161	412,127	419,092	419,092
Total revenues	452,930	2,283,784	2,401,936	2,701,260	2,663,468	29,425	2,671,264	2,700,689	2,698,195	2,705,161	2,712,127	2,719,092	2,719,092
Expenditures													
Fire	-	221,380	182,101	1,096,829	928,198	155,000	1,064,680	1,219,680	931,000	941,000	951,000	961,000	961,000
Police	-	223,293	609,322	489,811	474,327	-	513,250	513,250	533,351	649,851	529,851	609,851	609,851
Streets	-	929,419	376,708	1,088,673	1,084,485	-	895,000	895,000	995,000	935,000	935,000	935,000	935,000
Pool	120,463	832,375	490,280	575,000	575,000	-	375,000	375,000	375,000	375,000	375,000	375,000	375,000
Finance	-	4,300	7,500	7,500	4,900	-	7,991	7,991	8,166	8,291	8,435	8,560	8,560
Total expenditures	120,463	2,210,766	1,665,911	3,257,813	3,066,909	155,000	2,855,921	3,010,921	2,842,517	2,909,142	2,799,286	2,889,411	2,889,411
Balance													
Total revenues	452,930	2,283,784	2,401,936	2,701,260	2,663,468	29,425	2,671,264	2,700,689	2,698,195	2,705,161	2,712,127	2,719,092	2,719,092
Total expenditures	120,463	2,210,766	1,665,911	3,257,813	3,066,909	155,000	2,855,921	3,010,921	2,842,517	2,909,142	2,799,286	2,889,411	2,889,411
Remaining balance	332,467	405,485	1,141,510	584,957	738,068			427,836	283,514	79,533	(7,626)	(177,945)	(177,945)

Note: amounts above for Fire Department show total expense and reimbursement revenue separately, the way it will appear on the audit. For planning purposes, the net amount (expenses less reimbursement) is shown below.

Measure S tax revenue	452,930	2,248,200	2,319,969	2,300,000	2,300,000	-	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000	2,300,000
Expenditures													
Fire (net cost)	-	185,796	100,134	695,569	564,730	125,575	693,416	818,991	532,805	535,839	538,873	541,908	541,908
Police	-	223,293	609,322	489,811	474,327	-	513,250	513,250	533,351	649,851	529,851	609,851	609,851
Streets	-	929,419	376,708	1,088,673	1,084,485	-	895,000	895,000	995,000	935,000	935,000	935,000	935,000
Pool	120,463	832,375	490,280	575,000	575,000	-	375,000	375,000	375,000	375,000	375,000	375,000	375,000
Finance	-	4,300	7,500	7,500	4,900	-	7,991	7,991	8,166	8,291	8,435	8,560	8,560
Budgeted expenditures	120,463	2,175,182	1,583,944	2,856,553	2,703,441	125,575	2,484,657	2,610,232	2,444,322	2,503,981	2,387,159	2,470,319	2,470,319
Budgeted Measure S balance	332,467	405,485	1,141,510	584,957	738,068			427,836	283,514	79,533	(7,626)	(177,945)	(177,945)
Budget to actual variance (2.5%)					67,586			65,256	61,108	62,600	59,679	61,758	61,758
Estimated Measure S balance with 2.5% budget to actual variance					805,654			560,678	477,464	336,083	308,602	200,041	200,041