



## AGENDA

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

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

**Monday, May 2, 2022 – 1:00 p.m.**

City Hall is now open to the public for business. The City Council Chamber is **OPEN** to the public for public meetings, using the current COVID-19 prevention provisions.

City Council meetings will also be available to view and participate via [Zoom](#). **Please read Page 3 of this agenda packet for Zoom login and participation information.**

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

#### CALL TO ORDER/ROLL CALL

Chair: Brian Esteves

Vice Chair: Paige Hill

Committee Members: Kelly Hanna, Daniel Red, Cheryl Salter

City staff and contract employees present will be listed in the minutes.

#### PLEDGE OF ALLEGIANCE

#### PUBLIC ADDRESS

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

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

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

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

**CONSENT CALENDAR Section 1**

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

- 1.1 Approval of the July 29, 2021 Measure N Public Safety Transaction & Use Tax Citizen’s Oversight Committee Meeting Minutes (McClendon)**

**NEW BUSINESS Section 2**

- 2.1 Mid-Year Review of the Measure N 2021/2022 Fiscal Year Budget (Pruett)**
- 2.2 Measure N Public Safety Transaction and Use Tax Citizen’s Oversight Committee Chair and Vice Chair Election (McClendon)**

**ADJOURNMENT**

I, Joann McClendon, CMC, City Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted at Chowchilla City Hall, 130 S Second Street, Chowchilla, CA and made available for public review on this 29th day of April, 2022 at or before 1:00pm.

\_\_\_\_\_  
Joann McClendon, CMC, City Clerk

**\*SPECIAL NOTICE REGARDING PUBLIC PARTICIPATION DUE TO COVID-19\***

**Public meetings are still open to the public to attend in-person. However, if you wish to attend remotely, please read the message below.**

Consistent with AB 361 and Government Code section 54953, this meeting will be held remotely. Members of the public may access the meeting using the following information:

**Zoom login instructions**

**Use the following url to start Zoom:**

<https://us06web.zoom.us/j/86708471621?pwd=azJNUTNzNHhJYjVoYUVKRTBVMUZCdz09>

**Passcode: 09 22 05**

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**To participate by phone, dial: 1-877-853-5247**

**Webinar ID: 867 0847 1621**

**Passcode: 09 22 05**

Staff highly recommends that participants log into Zoom 15 minutes before the meeting begins to perform an audio check and to make sure you have optimal internet connection.

**Options to participate / view / and listen to the meeting:**

- **If you wish to speak on an item using the Zoom platform on your computer/laptop or smart phone**, please use the “raise hand” icon and you will be unmuted when it is your turn to speak. Please provide your name when unmuted. You will be able to speak to the Committee for up to 3 minutes.
- **If you are calling in to the meeting only (no camera/video) and you wish to make a comment**, press \*9 to “raise your hand” and \*6 to unmute yourself.



## MINUTES Measure N Public Safety Transaction & Use

Item 1.1

### Citizen's Oversight Committee Meeting

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

**Thursday, July 29, 2021 - 3:00 p.m.**

#### CALL TO ORDER/ROLL CALL: 3:22 PM

Chair: Brian Esteves

Vice Chair: Paige Hill

Committee Members: Kelly Hanna, Daniel Red, Cheryl Salter

**City staff and contract employees present:** City Administrator Rod Pruett, City Attorney Mary Lerner, Commander Jeff Palmer, Police Chief David A. Riviere, Jr., Fire Chief Fred Gaumnitz, City Clerk Joann McClendon

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#### PLEDGE OF ALLEGIANCE

#### PUBLIC ADDRESS

None.

#### CONSENT CALENDAR Section 1

##### 1.1 Approval of the April 1, 2021 Measure N Public Safety Transaction & Use Tax Citizen's Oversight Committee Meeting Minutes (McClendon)

Motion by Committee Member Hill, Seconded by Committee Member Red to Approve the Consent Calendar as Presented. Motion passed unanimously by roll call vote.

#### NEW BUSINESS Section 2

##### 2.1 Approval of the Annual Measure N 2021/2022 Fiscal Year Budget Report (Pruett)

Motion by Committee Member Hill, Seconded by Committee Member Red to Approve the Measure N 2021/2022 Fiscal Year Budget Report. Motion passed unanimously by roll call vote.

#### ADJOURNMENT

Committee Chair Esteves Adjourned the Thursday, July 29, 2021 Measure N Citizens Oversight Committee Meeting at 3:46 PM.

ATTEST:

APPROVED:

\_\_\_\_\_  
Joann McClendon, CMC, City Clerk

\_\_\_\_\_  
Chair Brian Esteves

# CITY OF CHOWCHILLA CALIFORNIA



## Item 2.1

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

Meeting of: May 2, 2022

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**AGENDA SECTION:** New Business

**SUBJECT:** A Mid-Year Review of Measure N FY 21/22 Budget

**PREPARED BY:** Kerri Williams, Finance Director

**ATTACHMENTS:** Original FY 21/22 Measure N Expenditure Plan  
Mid-Year FY 21/22 Measure N Expenditure Plan

REVIEWED BY ADMINISTRATOR

REVIEWED BY ATTORNEY

REVIEWED BY FINANCE

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**RECOMMENDATION:**

That the Oversight Committee accept the Measure N FY 21/22 Mid-Year Budget presentation.

**BACKGROUND:**

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

Every year the Oversight Board is provided the opportunity to review the Budget and the Mid-Year Budget.

**REASON FOR RECOMMENDATION:**

This is just a presentation and no action is needed.

**FISCAL IMPACT:**

The City can expect a significant increase compared to the prior year. Original estimates for Year 3 Sales tax was 1,415,615 the actual now anticipated is 2,388,500.

**ALTERNATIVES:**

N/A

**ACTIONS FOLLOWING APPROVAL:**

None

	FY 21/22 Original Budget	FY 21/22 Mid- Year Budget Adjustments	FY 21/22 Mid-Year Budget	Difference
<b>REVENUES</b>				
Sales Tax	2,058,158	330,342	2,388,500	330,342
Investment Earnings	11,437	-	11,437	-
Transfer In- ARPA	-	26,250	26,250	26,250
Estimated Balance from 20/21	2,397,444	728,853	3,126,297	728,853
<b>Total Available Funds</b>	<b>4,467,039</b>	<b>1,085,445</b>	<b>5,552,484</b>	<b>1,085,445</b>
<b>EXPENDITURES</b>				
<b><u>POLICE</u></b>				
Personnel & T/O for Existing Staff	568,661	237,291	805,952	237,291
Equipment & Other	90,320	(2,286)	88,034	(2,286)
Capital Needs	1,143,000	250,000	1,393,000	250,000
<b>Total Police</b>	<b>1,801,981</b>	<b>485,005</b>	<b>2,286,986</b>	<b>485,005</b>
<b><u>FIRE</u></b>				
Personnel	127,054	220	127,274	220
Equipment & Other	138,184	1,361	139,545	1,361
Capital Needs	1,404,589	-	1,404,589	-
<b>Total Fire</b>	<b>1,669,827</b>	<b>1,581</b>	<b>1,671,408</b>	<b>1,581</b>
<b>TOTAL EXPENSES</b>	<b>3,471,808</b>	<b>486,586</b>	<b>3,958,394</b>	<b>486,586</b>
<b>Estimated Balance for 21/22</b>	<b>995,231</b>	<b>598,859</b>	<b>1,594,090</b>	<b>598,859</b>

# CITY OF CHOWCHILLA CALIFORNIA



## Item 2.2

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

Meeting of: May 2, 2022

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**AGENDA SECTION:** New Business

**SUBJECT:** Measure N Citizen's Oversight Committee Reorganization – Election of Chair and Vice Chair

**PREPARED BY:** Joann McClendon, City Clerk

REVIEWED BY ADMINISTRATOR

REVIEWED BY ATTORNEY

REVIEWED BY FINANCE

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**RECOMMENDATION:**

Staff recommends that the election of the Chair and Vice Chair be held.

**HISTORY / BACKGROUND:**

On July 24, 2018 the Chowchilla City Council approved a resolution ordering submittal of a measure to adopt a special tax to the voters of the City on the November 6, 2018 election ballot.

On December 11, 2018, the City Council adopted Ordinance No. 493-18 adding Chapter 3.13 to the Chowchilla Municipal Code imposing a public safety transaction and use tax. Within the ordinance, under Section 3.13.120 D, states that a Citizen's Oversight Committee "Each January at its first meeting ... shall elect from its membership a chair and vice chair. The officers shall hold office for the calendar year in which they are elected and until their successors are elected and sworn into office."

Although a meeting was not held in January, it is time for the election of the Chair and Vice Chair.

**Reorganization Procedure:**

The City Clerk holds the election for the Chair. This process includes the following:

- 1) The City Clerk declares that the nominations are open for the position of Chair.
- 2) The City Clerk accepts nomination(s) from the Committee Members. You may nominate more than one person for a position and you may nominate yourself for a position.
- 3) When there are no further nomination(s), the City Clerk will close the nominations and take a roll call vote.
- 4) If there is more than one nomination, a vote will be taken in last name alphabetical order of the nominations.

You may vote for more than one person for the position. The Chair is elected by majority vote, three (3) votes.

If a tie occurs there will be a runoff vote. If more than one person is nominated, and during the roll call vote the first nomination receives the majority vote the election is complete. Following the vote(s), the City Clerk declares that Chair elected.

Once the newly elected Chair is seated, the Chair holds the election of the Vice Chair in the same manner as outlined for Chair.