

**AGENDA**  
**CITY OF WATSONVILLE**  
**REVENUE MEASURE OVERSIGHT COMMITTEE**

*Opportunity Through Diversity; Unity Through Cooperation.*



*Working with our community to create positive impact through service with heart.*

**Steve Snodgrass, Chair**  
**PJ Mecozzi, Vice Chair**

**Lucy Casillas, Member**  
**Rick Danna, Member**  
**Bryan Fuentez, Member**  
**Brian Fulgoni, Member**  
**Adrian Gonzales, Member**  
**Paulina Moreno, Member**  
**Robby Olson, Member**  
**Noriko Ragsac, Member**  
**Kirt Vojvoda, Member**

**Remote Teleconference Meeting**

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317-297-165

City Council Chambers  
275 Main Street, Top Floor, Watsonville, CA

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**Spanish language interpretation is available**

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## **Notice of Remote/Teleconference Meeting**

*This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, the Santa Cruz County Health Officer Extended and Modified Shelter in Place Orders, and the Governor's Executive Orders N-25-20 and N-29-20, that allows attendance by members of the City Council, City staff, and the public to participate and the Council to conduct the meeting by teleconference, videoconference, or both.*

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### **1. ROLL CALL**

### **2. ORAL COMMUNICATIONS FROM THE PUBLIC & COMMITTEE MEMBERS**

*(This time is set aside for members of the general public to address the Revenue Measure Oversight Committee on any item not on the Agenda, which is within the subject matter jurisdiction of the Revenue Measure Oversight Committee. No action or discussion shall be taken on any item presented except that any Member may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Revenue Measure Oversight Committee will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. Any Member may place matters brought up under Oral Communications on a future agenda. ALL SPEAKERS ARE ASKED TO ANNOUNCE THEIR NAME IN ORDER TO OBTAIN AN ACCURATE RECORD FOR THE MINUTES.*

### **3. CONSENT AGENDA**

*All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one consensus motion. Any items removed will be considered immediately after the consensus motion. The Chair will allow public input prior to the approval of the Consent Agenda.*

#### **A. [MOTION APPROVING MINUTES FOR FEBRUARY 12, 2020, MEETING](#)**

**Attachments:**      [Minutes February 12, 2020](#)

**B. MOTION APPROVING MEETING DATES FOR THE REVENUE MEASURE  
OVERSIGHT COMMITTEE REGULAR MEETINGS FOR 2021**

**Requested by:** City Clerk Vázquez Flores

**Attachments:** [Committee Meetings 2020](#)

**C. MOTION ACCEPTING SECOND AMENDED BY-LAWS FOR THE  
REVENUE MEASURE OVERSIGHT COMMITTEE**

**Requested by:** City Clerk Vázquez Flores

**Attachments:** [Bylaws 2nd Amend Staff Report](#)  
[2nd Amend Bylaws Redlined](#)  
[2nd Amend Bylaws Final](#)  
[Measure G Ethics Statement Exhibit A](#)

**D. MOTION DIRECTING & AUTHORIZING CHAIR SNODGRASS TO  
PRESENT 5TH ANNUAL REPORT TO CITY COUNCIL, WHICH  
CONTAINS (I) A STATEMENT INDICATING THE CITY'S COMPLIANCE  
WITH THE REQUIREMENTS OF THE REVENUE MEASURE OVERSIGHT  
COMMITTEE ("MEASURE G COMMITTEE"); (II) A SUMMARY OF THE  
COMMITTEE'S PROCEEDING & ACTIVITIES SINCE THE 4TH ANNUAL  
REPORT**

**Attachments:** [5th Annual Report English](#)  
[5th Annual Report Spanish](#)

**4. ITEMS REMOVED FROM CONSENT AGENDA**

**5. BUSINESS**

**A. STAFFING AND OPERATIONS REPORT FROM THE WATSONVILLE  
POLICE DEPARTMENT FROM JANUARY 1 THROUGH APRIL 30, 2020**

**Requested by:** Police Chief Honda

**Attachments:** [Police Department Staffing and Operations - Report](#)

- 1) Staff Report
- 2) Committee Members Questions
- 3) Public Input

- 4) Members Discussion
- 5) Motion accepting the Watsonville Police Department status report for January 1 through April 30, 2020

**B. STAFFING AND OPERATIONS REPORT FROM THE WATSONVILLE FIRE DEPARTMENT FROM JANUARY 1 TO APRIL 30, 2020**

**Requested by:** Fire Chief Lopez Sr.

**Attachments:** [Fire Department Update - Report](#)

- 1) Staff Report
- 2) Committee Members Questions
- 3) Public Input
- 4) Committee Members Discussion
- 5) Motion accepting the Watsonville Fire Department status report for January 1 through April 30, 2020

**C. VERIFICATION OF PUBLIC SAFETY SALES TAX MEASURE ANNUAL BUDGET REVENUES COMPLY WITH SUBDIVISION (C) OF SECTION 3-6.1102 OF THE WATSONVILLE MUNICIPAL CODE & DIRECTING STAFF TO PRESENT PROPOSED PUBLIC SAFETY SALES TAX MEASURE FY 2020-2021 BUDGET TO THE CITY COUNCIL FOR APPROVAL**

**Requested by:** Administrative Services Director Czerwin

**Attachments:** [Measure G FY 21 Budget - Report](#)

- 1) Staff Report
- 2) Committee Members Questions
- 3) Public Input

4) Committee Members Discussion

5) Motion Verifying Public Safety Sales Tax Measure Annual Budget Revenues Comply with Subdivision (c) of Section 3-6.1102 of the Watsonville Municipal Code & Directing Staff to Present Proposed Measure Y FY 2020-21 Budget to the City Council for Approval

**D. REPORT ON ELECTION RESULTS OF RENEWAL OF PUBLIC SAFETY SALES TAX MEASURE (MEASURE Y) (NO ACTION REQUIRED)**

**Requested by:** Assistant City Manager Vides

1) Oral Report

2) Committee Members Questions

3) Public Input

4) Committee Members Discussion

## 6. ADJOURNMENT

*Pursuant to Section 54954.2(a)(1) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day and on the City of Watsonville website at <https://watsonville.legistar.com/Calendar.aspx>*

*Materials related to an item on this Agenda submitted to the Revenue Measure Oversight Committee after distribution of the agenda packet are available for public inspection on the City of Watsonville website at <https://watsonville.legistar.com/Calendar.aspx> to staff's ability to post the document before the meeting.*



# **MINUTES** **REVENUE MEASURE OVERSIGHT COMMITTEE FOR THE PUBLIC SAFETY SALES TAX MEASURE (MEASURE G) MEETING**

**February 12, 2020  
1:05 P.M.**

**City of Watsonville  
Council Chambers  
Main Street, 4<sup>th</sup> Floor**

**1. ROLL CALL**

Chair Danna, Vice Chair Snodgrass and Members Casillas, Fuentez, Fulgoni, Gonzales, Mecozzi, Moreno (arrived at 1:07 p.m.), Olson, Ragsac, and Vojvoda were present. Member Gonzalez was absent

Staff members present were City Attorney Smith, City Clerk Vazquez Flores, Fire Chief Lopez, Administrative Services Director Czerwin, Parks & Community Services Director Calubaquib, Deputy City Manager Vides, Assistant Administrative Services Director Duran, Police Sergeant Radich, Assistant City Clerk Ortiz, Administrative Analyst Meyers, and Executive Assistant Curtis.

**2. ORAL COMMUNICATIONS FROM THE PUBLIC & COMMITTEE MEMBERS**

Council Member Hurst thanked the Revenue Measure Oversight Committee Members for their service.

**3. CONSENT AGENDA**

**3.A. MOTION APPROVING MINUTES FOR MAY 29 2019, MEETING**

**MOTION:** It was moved by Vice Chair Snodgrass seconded by Member Mecozzi, and carried by the following voice vote to approve Consent Agenda Item 3.A.:

AYES:	MEMBERS:	Casillas, Fuentez, Fulgoni, Mecozzi, Olson, Ragsac, Snodgrass, Vojvoda, Danna
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	Gonzales, Moreno

**3.B. MOTION DIRECTING & AUTHORIZING STAFF TO PUBLISH THE 5<sup>TH</sup> ANNUAL REPORT CONTAINING THE INFORMATION PRESENTED TO THE MEASURE G COMMITTEE AT ITS FEBRUARY 12, 2020, MEETING**

**MOTION:** It was moved by Vice Chair Snodgrass, seconded by Chair Danna, and carried by the following voice vote to approve Consent Agenda Item 3.B.:

AYES:	MEMBERS:	Casillas, Fuentez, Fulgoni, Mecozzi, Olson, Ragsac, Snodgrass, Vojvoda, Danna
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	Gonzales, Moreno

**4. ITEMS REMOVED FROM CONSENT AGENDA (None)**

**5. BUSINESS**

**5.A. ELECTION OF CHAIR & VICE CHAIR (PURSUANT TO SECTION 9 OF MEASURE G BY-LAWS)**

**1) MOTION APPOINTING CHAIR**

**MOTION:** It was moved by Member Mecozzi, seconded by Chair Danna, and carried by the following voice vote to appoint Vice Chair Snodgrass as Chair:

AYES: MEMBERS: Casillas, Fuentez, Fulgoni, Mecozzi, Moreno, Olson,  
Ragsac, Snodgrass, Vojvoda, Danna

NOES: MEMBERS: None

ABSENT: MEMBERS: Gonzales

**2) MOTION APPOINTING VICE CHAIR**

**MOTION:** It was moved by Vice Chair Snodgrass, seconded by Member Danna, and carried by the following voice vote to appoint Member Mecozzi as Vice Chair:

AYES: MEMBERS: Casillas, Fuentez, Fulgoni, Mecozzi, Moreno, Olson,  
Ragsac, Snodgrass, Vojvoda, Danna

NOES: MEMBERS: None

ABSENT: MEMBERS: Gonzales

**5.B. STAFFING AND OPERATIONS REPORT FROM THE WATSONVILLE POLICE DEPARTMENT FROM JANUARY 1 THROUGH DECEMBER 31, 2019**

**1) Staff Report**

The report was given by Assistant Police Chief Sims.

**2) Committee Members Questions**

Vice Chair Mecozzi commended the Police Department for their work.

**3) Public Input (None)**

**4) Committee Members Discussion (None)**

**5) MOTION:** It was moved by Member Danna, seconded by Chair Snodgrass, and carried by the following voice vote to accept the Police Department Staffing and Operations Report:

AYES: MEMBERS: Casillas, Fuentez, Fulgoni, Mecozzi, Moreno, Olson,  
Ragsac, Snodgrass, Vojvoda, Danna

NOES: MEMBERS: None

ABSENT: MEMBERS: Gonzales

**5.D. FINANCIAL STATUS REPORT MID-YEAR FY 2018-2019**

**1) Staff Report**

The report was given by Administrative Services Director Czerwin.

**2) Committee Members Questions**

Administrative Services Director Czerwin answered questions from Member Danna regarding City plans for the budget, should the Revenue Measure not be renewed.

In answering Chair Snodgrass, Administrative Services Director Czerwin spoke about reasoning for pursuing renewal of the Revenue Measure without a sunset. She stated lack of sunset enabled the City to pursue bonds and long term projects.

**3) Public Input (None)**

**4) Committee Members Discussion (None)**

**5) MOTION:** It was moved by Member Olson, seconded by Vice Chair Mecozzi, and carried by the following voice vote to accept the Financial Status Report:

AYES: MEMBERS: Casillas, Fuentez, Fulgoni, Mecozzi, Moreno, Olson, Ragsac, Snodgrass, Vojvoda, Danna

NOES: MEMBERS: None

ABSENT: MEMBERS: Gonzales

**5.C. STAFFING AND OPERATIONS REPORT FROM THE WATSONVILLE FIRE DEPARTMENT FROM JANUARY 1 THROUGH DECEMBER 31, 2019**

**1) Staff Report**

The report was given by Fire Chief Lopez

**2) Committee Members Questions**

In answering Vice Chair Mecozzi, Fire Chief Lopez spoke about recruitment for the Fire Summer Youth Academy.

Fire Chief Lopez, in answering Member Olson, spoke about efforts to hire local residents through incentives and programs.

Fire Chief Lopez and Administrative Analyst Meyer answered questions from Member Danna regarding criteria used for hiring firefighters, employee retention, work to address overtime challenges, and potential for creation of a third fire station.

**3) Public Input**

Council Member Hurst commended staff for their work and spoke about the importance of planning for financial challenges in the future.

**4) Committee Members Discussion (None)**

**5) MOTION:** It was moved by Chair Snodgrass, seconded by Member Olson, and carried by the following voice vote to accept the Police Department Staffing & Operations Report



AYES: MEMBERS: Casillas, Fuentez, Fulgoni, Mecozzi, Moreno, Olson,  
Ragsac, Snodgrass, Vojvoda, Danna  
NOES: MEMBERS: None  
ABSENT: MEMBERS: Gonzales

Member Danna spoke about his experience on the Revenue Measure Oversight Committee and thanked the City for spending tax revenues responsibly.

**6.0 ADJOURNMENT**

The meeting adjourned at 1:53 PM.

**FUTURE COMMITTEE'S MEETING**

May 27, 2020

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Steve Snodgrass, Chair

ATTEST:

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Beatriz Vázquez-Flores

**City of Watsonville  
City Clerk's Office**



**M E M O R A N D U M**

**TO:** Revenue Measure Oversight Committee

**FROM:** Beatriz Vázquez Flores, City Clerk

**SUBJECT:** Regular Meetings for the Revenue Measure Oversight Committee for 2021

**AGENDA ITEM:** May 27, 2020 Revenue Measure Oversight Committee

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**RECOMMENDATION:**

Approve the meeting dates by motion for the Revenue Measure Oversight Committee regular meetings for 2021.

**DISCUSSION:**

Section 3-16.1102 of the Watsonville Municipal Code requires that the Revenue Measure Oversight Committee review "at least bi-annually revenues and expenditures and provide a second independent verification that all expenditures are being made as promised to Watsonville residents. The findings of both the Revenue Measure Oversight Committee and the independent auditor shall be reviewed by the City Council at a publicly noticed meeting of the Council and made available to the public." Resolution No. 17-17 (CM) adopted by the Council of the City of Watsonville on February 14, 2017, requires the Revenue Measure Oversight Committee to meet at least twice a year.

The City's Comprehensive Annual Financial Report aka CAFR is usually released in February. The City Council adopts the City Budget, which includes Public Safety Sales Tax Measure funds in late May or early June. The Committee therefore needs to meet in early February or before to review the Revenue Measure Oversight Audit Report and in early May or before to review the Revenue Measure Oversight budget.

The Revenue Measure Oversight Committee has been meeting on a Wednesday at 1:00 p.m. since it was formed. Staff recommends that the Revenue Measure Oversight Committee approve the following meetings dates and times:

February 10, 2021 at 1:00 PM

May 26, 2021 at 1:00 PM

**FINANCIAL IMPACT:**

There is no financial impact.

**ATTACHMENTS:**

None.

City of Watsonville  
City Clerk's Office



MEMORANDUM

**TO:** Revenue Measure Oversight Committee

**FROM:** Beatriz Vázquez Flores, City Clerk

**SUBJECT:** Second Amended Revenue Measure Oversight Committee Bylaws

**AGENDA ITEM:** May 27, 2020 Revenue Measure Oversight Committee

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**RECOMENDATION:**

Motion Accepting Second Amended By-laws for the Revenue Measure Oversight Committee to be adopted by the City Council on June 9, 2020.

**DISCUSSION:**

The Council adopted By-laws for the Revenue Measure Oversight Committee on May 12, 2015, by Resolution No. 73-15 (CM). On February 7, 2017, the Council adopted the First Amended By-laws by Resolution No. 17-17 (CM).

On March 3, 2020, the voters of the City of Watsonville approved Measure Y to renew the Public Safety Sales Tax Measure until repealed by voters.

The City Council will be required to rescind Resolution No. 17-17 (CM) to adopt new bylaws to comply with the changes set forth in the new Public Safety Sales Tax Measure approved by the voters on March 3, 2020.

One ~~of the~~ proposed changes to the Bylaws is to increase the term of the members of the Revenue Measure Oversight Committee from two years to four. ~~This reason for this change is to~~ give s more continuity to the members since they meet only twice ~~are only two meetings per each~~ year. If Council approves the revised Bylaws, ~~the~~ current members whose terms s expire in 2020 will serve ~~for additional two~~ additional years, until September 2022. ~~Those~~ members with terms s expiring in 2021 will serve until September 2023.

**STRATEGIC PLAN:**

These by-laws implement a Watsonville ballot measure, to wit: Public Safety Sales Tax Measure.

**FINANCIAL IMPACT:**

None.

**ATTACHMENT(S):**

1. "Red-Lined" original by-laws



# SECOND AMENDED PUBLIC SAFETY SALES TAX MEASURE

## OVERSIGHT COMMITTEE BYLAWS

(RESOLUTION No. \_\_\_\_\_, ADOPTED JUNE 9, 2020)

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**SECTION 1. COMMITTEE ESTABLISHED. <sup>1</sup>**

The voters in the City of Watsonville (the "City") at the election conducted on June 6, 2014, (the "Election"), obtained authorization from the City's voters to enact a Sales and Use Tax: Public Safety Sales Tax Measure (Measure G). The election was conducted under the provisions of Part 1.6 (commencing with Section 7251) and Section 7285.91 of Part 7.1 in Division 2 of the California Revenue and Taxation Code. The Public Safety Sales Tax Measure was codified in the Watsonville Municipal Code commencing with Section 3-6.1101. Pursuant to subdivision (b) of Section 3-6.1101, the City was obligated to establish a City Revenue Oversight Committee to provide a second independent verification that all expenditures are being made as promised to Watsonville residents.

The City Council therefore adopted Resolution 122-14 (CM) on September 9, 2014, which established the Citizens' Revenue Oversight Committee (the "Committee") which possesses all the rights and is obligated to comply with the duties set forth in the Public Safety Sales Tax Measure. Since the Committee does not have independent legal capacity from the City, the Council promulgated and adopted bylaws which shall neither expand nor restrict the Committee's obligations under the Public Safety Sales Tax Measure but instead the bylaws are intended to implement the provisions of The Public Safety Sales Tax Measures.

The City Council on October 2019, adopted Ordinance No. 1393-20 (CM) rescinding Article 11 of Chapter 6 of Title 3 of Watsonville and adding a new Article 11 entitled Transactions Use Tax: Public Safety Sales Tax Measure to be administered by the California State Board of Equalization and to be approved by the Voters of the City of Watsonville.

The voters of the City at the election conducted on March 3, 2020, voted to renew the Public Safety Sales Tax Measure (Measure Y) until repealed by voters.

The City Council is required to rescind Resolution 17-17 (CM) to adopt new bylaws to comply with the changes set forth in the new Public Safety Sales Tax Measure approved by the voters on March 3, 2020.

**SECTION 2. PURPOSES.**

The purposes of the Committee are set forth in Article 11. Transactions and Use Tax: Public Safety Sales Tax of Title 6 (Finance) of the Watsonville Municipal Code, and these Bylaws are specifically made subject to the applicable provisions of the Public Safety Sales Tax Measure as to the duties and rights of the Committee. The Committee shall be subject to the *Ralph M. Brown Public Meetings Act* of the State of California (California Government Code § 54950 et seq.) and shall conduct its meetings in accordance with the provisions thereof, including but not limited to only discussing items during a meeting properly agendized on the notice of any meeting. The City shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in the Public Safety Sales Tax Measure.

The proceeds of the Public Safety Sales Tax Measure are hereinafter referred to as "Sales Tax Measure Revenue." The Committee shall confine itself specifically to its obligations under the Public Safety Sales Tax Measure. All monies from other sources shall fall outside the scope of the Committee's review.

**SECTION 3. COMMITTEE DUTIES.**

To carry out its stated purposes, the Committee shall perform the duties set forth in Section 3.1 and 3.2 of and shall refrain from those activities set forth in Sections 3.4 and 3.5 of these Bylaws.

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<sup>1</sup> These Second Amended By-Laws supersede and replace the original by-laws adopted by Resolution No. 73-15 (CM) on May 12, 2015 and the First Amended By-laws adopted by Resolution No. 17-17 (CM) on February 7, 2017.

### 3.1 EXAMINE

#### A. PERIODIC EXPENDITURE REPORTS.

The Committee shall review appropriate expenditure reports produced by the City to verify that the Public Safety Sales Tax Measure revenues were expended only for the public safety purposes set forth in The Public Safety Sales Tax Measure<sup>2</sup>, to wit: “to maintain: police officer staffing levels; police emergency response times; neighborhood patrols; anti-gang and youth violence prevention, intervention and suppression efforts including the Police Activities League program and other youth programs. The public safety sales tax measure will enable the upgrade of equipment and technology to help solve crimes, combat crime and fight gangs and expand programs to identify and shut down drug and gang houses. It will also help maintain firefighter staffing levels to ensure enough are on duty, fire and paramedic emergency response times and replace inadequate and outdated life-saving equipment. Funds may be used to improve, maintain or develop services or facilities (e.g., East Side Emergency Services) based on demand for services as demonstrated by call volumes, response times or other measurable indicators of community need. The public safety sales tax measure will enable the City to hire more parks and recreation staff for youth prevention programs, increase recreation services to neighborhoods, and upgrade equipment and facilities to increase and improve safe places for youth in the Watsonville community<sup>1</sup>.

#### B. ANNUAL AUDIT.

Review the report of the independent third-party accounting firm auditor who shall annually review and audit expenditures of funds specifically derived from the Public Safety Sales Tax Measure to disclose how the money was used and ensure compliance with the expenditure plans and to ensure that revenues are spent within prudent, established accounting procedures and practices. The independent audit results shall be a discrete part of the City’s annual audit.<sup>3</sup>

#### C. CITY BUDGET

Verify the Public Safety Sales Tax Measure annual budget appropriation specifies that all revenues from the Public Safety Sales Tax Measure shall be used only for improving the community’s public safety, with the revenue to be directed in support of the Police, Fire, Parks and Community Services Departments, in the proportions of fifty-four percent (54%) to Police and thirty-eight percent (38%) to Fire, and eight percent (8%) to Parks and Community Services and verify that the City establishes separate funds into which these specific monies are deposited and that such funds are separate for Police, Fire, and Parks and Community Services and are the source of their respective expenditures as established in the annual budget appropriation reviewed by the Committee and approved by resolution of the Council.<sup>4</sup>

#### D. MAINTENANCE OF EFFORT

Maintenance of Effort. Verify the City does not use The Public Safety Sales Tax Measure funds to replace General Fund operating budget contributions for the Police, Fire, and Parks and Community Services Departments by comparing the baseline maintenance of effort budgets. The baseline maintenance of effort budgets for this purpose shall be the fiscal year 2013-2014 adopted General Fund budgeted City contribution amounts for Police and Fire operations.

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<sup>2</sup> WMC. Subdivision (a) of Section 3-6-1102.

<sup>3</sup> WMC. Subdivision (c) of Section 3-6.1102.

<sup>4</sup> WMC. Subdivision (d) of Section 3-6.1102.

The Police Department fiscal year 2013-2014 adopted General Fund operating City budget contribution amount was Twelve Million Three Hundred Fifty-Nine Thousand Nine Hundred Twenty-Four and no/100ths (\$12,359,924.00) Dollars. The Fire Department fiscal year 2013-2014 adopted General Fund operating City budget contribution amount was Five Million Six Hundred Seventy-Two Thousand Two Hundred Ninety-Nine and no/100ths (\$5,672,299.00) Dollars.

These baselines shall be increased by the change in Consumer Price Index not to exceed three (3%) percent beginning in the fiscal year 2020-2021 budget. The Consumer Price Index shall be for all urban consumers for the San Francisco Bay Area for the preceding April to April change.<sup>5</sup>

**E. CONTINGENCY RESERVE FUND**

Contingency/Reserve Fund. Because the Public Safety Sales Tax Measure is used for essential services that are needed during both good and bad economic times, the Committee shall verify that the City has established a Contingency/Reserve Fund adequate to ensure that services are maintained in the event sales tax revenues decline. Such funds shall be established for the Public Safety Sales Tax Measure Contingency/Reserve Fund. The Contingency / Reserve Fund containing ten percent (10%) of the annually budgeted revenues will be established. In any given year when the Contingency/Reserve Fund holds less than the required ten percent (10%) of annual revenues, the first use of funds will be to implement the plan's current year program and then to establish or re-establish the Contingency/Reserve fund. If actual revenues in any given year are less than budgeted revenues, the City Council may use the Contingency/Reserve Fund to make up the difference between budgeted revenues and actual revenues for the approved annual budget appropriation.<sup>6</sup>

**F. PRIORITY FOR ADDITIONAL REVENUE**

Priorities. The Committee shall verify that if the Contingency/Reserve Fund is fully funded and all annual planned expenditures have been implemented, that any additional unanticipated sales tax revenues shall be used first to accelerate the implementation of the expenditure plans and then to provide additional public safety facilities, personnel, and equipment and youth violence prevention and Parks and Community Services based upon the specific needs of the community with the review and recommendation of the Revenue Measure Oversight Committee and approval of the City Council.

**3.2 INFORM**

**A. SECOND INDEPENDENT VERIFICATION OF REVENUE AND EXPENSES**

The City Revenue Measure Oversight Committee shall serve in an oversight capacity to at least twice a year meet and review revenues and expenditures and provide a second independent verification that all expenditures are being made as promised to Watsonville residents.

**B. TWICE A YEAR COUNCIL OVERSIGHT COMMITTEE REPORT AND COUNCIL REVIEW.**

The twice a year findings and report of the City Revenue Measure Oversight Committee shall be reviewed by the City Council at a publicly noticed meeting of the Council and made available to the public at least twice a year. The Committee findings presented to the Council, in public session, shall include the following:

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<sup>5</sup> WMC. Subdivision (e) of Section 3-6.1102.

<sup>6</sup> WMC. Subdivision (g) of Section 3-6.1102.



- (i) A statement indicating whether the City is in compliance with the requirements of the Public Safety Sales Tax Measure; and
- (ii) A summary of the Committee's proceedings and activities since the last report.

**C. ANNUAL COUNCIL REVIEW OF INDEPENDENT AUDITORS REPORT**

The report of the independent auditor required by subdivision (b) of Section 3-6-1102 shall be reported to the Council at least annually.

**D. COMMUNICATIONS TO PUBLIC**

The Committee shall inform the public concerning the City's expenditure of The Public Safety Sales Tax Measure revenues. In fulfilling this duty, all official communications to either the Council or the public shall come from the Chair acting on behalf of the Committee. The Chair shall communicate on behalf of the Committee only if the communication reflects the majority of the Committee.

**3.3. COUNCIL AND CITY MANAGER DUTIES**

Either the Council or the City Manager, shall have the following powers reserved, and the Committee shall have no jurisdiction over the following types of activities:

- (a) Approval of contracts,
- (b) Selection of personnel,
- (c) Appropriation of funds,
- (d) All legal matters, and
- (e) Approval of plans and schedules.

**3.4. LIMIT TO THE PUBLIC SAFETY SALES TAX MEASURE EXPENDITURES ONLY.**

In recognition of the fact that the Committee is charged with overseeing the expenditure of the Public Safety Sales Tax Measure proceeds, the Council has not charged the Committee with responsibility for:

- (a) Projects paid with or through the General Fund or grant funds or the sale of surplus property without Public Safety Sales Tax Measure funds shall not be within the authority of the Committee.
- (b) The establishment of priorities and order of law enforcement, fire service, and parks and community services management decisions shall be made by the City Manager, Police Chief, Fire Chief, Parks and Community Services Director, and Council in their sole discretion.
- (c) The selection of professional service firms as are based on City criteria established by the Council in its sole discretion.
- (d) The approval of the methods and timing shall be by the Council in its sole discretion who shall report to the Committee on any cost saving techniques considered or adopted by the Council.
- (e) The selection of independent audit firm(s), and such other persons as are necessary to support the activities of the Committee.
- (f) The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in the Public Safety Sales Tax Measure.
- (g) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Mayor's sole discretion as part of carrying out their function under the Public Safety Sales Tax Measure.

#### **SECTION 4. AUTHORIZED ACTIVITIES.**

In order to perform the duties, set forth in Section 3 of these Bylaws, the Committee may engage in the following authorized activities:

- (a) Receive and review copies of the City's annual independent performance audit and the Comprehensive Annual Financial Report, the City Budget, periodic financial statements furnished to the Committee and the Public Safety Sales Tax Measure Revenue annual independent financial audit.
- (b) Inspect City public records for which the Public Safety Sales Tax Measure revenue has been or will be expended, in accordance with any lawful access procedure established by the City Manager.
- (c) Review efforts by the City to maximize effective use of The Public Safety Sales Tax Measure revenue proceeds by implementing various cost-saving measures.

#### **SECTION 5. MEMBERSHIP.**

##### **5.1 NUMBER.**

The Committee shall consist of a minimum of eleven (11) members appointed by the Mayor.

##### **5.2 QUALIFICATION STANDARDS.**

- (a) To be a qualified member, they must be at least 18 years of age.
- (b) The Committee may not include any elected or appointed official of the City or any vendor, contractor or consultant of the City.

##### **5.3 ETHICS CONFLICT OF INTEREST.**

Members of the Committee are not subject to Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 et seq.) and are not required to complete the Form 700. However, each member shall comply with the Committee Ethics Policy attached as "Exhibit "A" to these Bylaws.

##### **5.4 TERM.**

Except as otherwise provided herein, each member shall serve a term of four (4) years, commencing as of the date of the appointment by the Mayor. The original Committee was appointed September 9, 2014. No member may serve more than two (2) consecutive four-year terms measure from the date of their appointment<sup>7</sup>.

Members whose term has expired may continue to serve on the Committee for a period not exceeding 180 days until a successor has been appointed.

##### **5.5 REMOVAL; VACANCY.**

The Mayor may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the

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<sup>7</sup> At the Committee's first meeting after adoption of the original by-laws members drew lots to select a minimum of six members to serve for an initial two (2) year term and the remaining members for an initial three (3) year term so that the terms of all members would not expire at the same time.

Committee Ethics Policy. Upon a member's removal, their seat shall be declared vacant. The Mayor shall fill any vacancies on the Committee. Vacancies shall be filled within 180 days.

**5.7 COMPENSATION.**

The Committee members shall not be compensated for their services.

**5.8 AUTHORITY OF MEMBERS.**

- (a) Committee members shall not have the authority to direct City staff.
- (b) Individual members of the Committee retain the right to address the Council, either identifying as a member of the Committee or as an individual.
- (c) The Committee and its members shall have the right to request and receive copies of reports and records relating to The Public Safety Sales Tax Measure which have been prepared for the Council and which have become a public record.

**SECTION 6. MEETINGS OF THE COMMITTEE.**

**6.1 REGULAR MEETINGS.**

The Committee is required to meet at least twice a year.

**6.2 LOCATION.**

All meetings shall be held within the City of Watsonville.

**6.3 PROCEDURES.**

All meetings shall be noticed and open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century and such additional procedural rules as the Committee may adopt. A majority (6) of the eleven Committee members shall constitute a quorum for the transaction of any business. The Committee shall not discuss items or subjects unless they are on the agenda for the meeting.

**SECTION 7. CITY SUPPORT.**

Administrative overhead to the Committee for accounting, payroll and human resources related to The Public Safety Sales Tax Measure shall not exceed two percent (2%) of annually budgeted revenues. The amount of the 2% cap on expenditures and the actual expenditures will be reported to the Committee. Subject to said restriction, the City shall provide to the Committee necessary technical and administrative assistance as follows:

- (a) Preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the City Council;
- (b) Provision of a meeting room, including any necessary audio/visual equipment;
- (c) Preparation and copies of any documentary meeting materials, such as agendas and reports;
- (d) Retention of all Committee records,
- (e) Provision of public access to such records on an Internet website maintained by the City, and
- (f) Printing and mailing of any required reports

City staff shall attend all Committee proceedings in order to report on the status of projects and the expenditures of The Public Safety Sales Tax Measure revenue. City staff shall annually present the report

required by subdivision (b) of Section 3-6.1102 (Fiscal Accountability Protections) to the Committee before the Comprehensive Annual Financial Report and the audit is presented to the City Council in order to allow the Committee sufficient time before the Council meeting to review, question and comment.

#### **SECTION 8. REPORTS.**

In addition to the Annual Report required in Section 3.3, the Committee may, in its sole discretion, report to the Council from time to time in order to advise the Council on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

#### **SECTION 9. OFFICERS.**

The Mayor shall appoint the initial chair and vice-chair of the Committee. Thereafter the Committee shall annually elect the chair and vice chair in a meeting. The vice-chair shall act as chair only when the chair is absent. No person shall serve as chair or vice chair for more than two consecutive one-year terms.

#### **SECTION 10. AMENDMENT OF BYLAWS.**

Any amendment to these Bylaws shall require approval by a majority vote of the Council.

#### **SECTION 11. EXPIRATION.**

If the Public Safety Sales Tax Measure is rescinded by voters, the Committee's role shall expire and it shall wind up its and terminate its work, publish its final report and disband as soon as practical.

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# SECOND AMENDED PUBLIC SAFETY SALES TAX MEASURE

## OVERSIGHT COMMITTEE BYLAWS

(RESOLUTION No. \_\_\_\_\_, ADOPTED JUNE 9, 2020)

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**SECTION 1. COMMITTEE ESTABLISHED. <sup>1</sup>**

The voters in the City of Watsonville (the "City") at the election conducted on June 6, 2014, (the "Election"), obtained authorization from the City's voters to enact a Sales and Use Tax: Public Safety Sales Tax Measure (Measure G). The election was conducted under the provisions of Part 1.6 (commencing with Section 7251) and Section 7285.91 of Part 7.1 in Division 2 of the California Revenue and Taxation Code. The Public Safety Sales Tax Measure was codified in the Watsonville Municipal Code commencing with Section 3-6.1101. Pursuant to subdivision (b) of Section 3-6.1101, the City was obligated to establish a City Revenue Oversight Committee to provide a second independent verification that all expenditures are being made as promised to Watsonville residents.

The City Council therefore adopted Resolution 122-14 (CM) on September 9, 2014, which established the Citizens' Revenue Oversight Committee (the "Committee") which possesses all the rights and is obligated to comply with the duties set forth in the Public Safety Sales Tax Measure. Since the Committee does not have independent legal capacity from the City, the Council promulgated and adopted bylaws which shall neither expand nor restrict the Committee's obligations under the Public Safety Sales Tax Measure but instead the bylaws are intended to implement the provisions of The Public Safety Sales Tax Measures.

The City Council on October 2019, adopted Ordinance No. 1393-20 (CM) rescinding Article 11 of Chapter 6 of Title 3 of Watsonville and adding a new Article 11 entitled Transactions Use Tax: Public Safety Sales Tax Measure to be administered by the California State Board of Equalization and to be approved by the Voters of the City of Watsonville.

The voters of the City at the election conducted on March 3, 2020, voted to renew the Public Safety Sales Tax Measure (Measure Y) until repealed by voters.

The City Council is required to rescind Resolution 17-17 (CM) to adopt new bylaws to comply with the changes set forth in the new Public Safety Sales Tax Measure approved by the voters on March 3, 2020.

**SECTION 2. PURPOSES.**

The purposes of the Committee are set forth in Article 11. Transactions and Use Tax: Public Safety Sales Tax of Title 6 (Finance) of the Watsonville Municipal Code, and these Bylaws are specifically made subject to the applicable provisions of the Public Safety Sales Tax Measure as to the duties and rights of the Committee. The Committee shall be subject to the *Ralph M. Brown Public Meetings Act* of the State of California (California Government Code § 54950 et seq.) and shall conduct its meetings in accordance with the provisions thereof, including but not limited to only discussing items during a meeting properly agendized on the notice of any meeting. The City shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in the Public Safety Sales Tax Measure.

The proceeds of the Public Safety Sales Tax Measure are hereinafter referred to as "Sales Tax Measure Revenue." The Committee shall confine itself specifically to its obligations under the Public Safety Sales Tax Measure. All monies from other sources shall fall outside the scope of the Committee's review.

**SECTION 3. COMMITTEE DUTIES.**

To carry out its stated purposes, the Committee shall perform the duties set forth in Section 3.1 and 3.2 of and shall refrain from those activities set forth in Sections 3.4 and 3.5 of these Bylaws.

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<sup>1</sup> These Second Amended By-Laws supersede and replace the original by-laws adopted by Resolution No. 73-15 (CM) on May 12, 2015 and the First Amended By-laws adopted by Resolution No. 17-17 (CM) on February 7, 2017.

### 3.1 EXAMINE

#### A. PERIODIC EXPENDITURE REPORTS.

The Committee shall review appropriate expenditure reports produced by the City to verify that the Public Safety Sales Tax Measure revenues were expended only for the public safety purposes set forth in The Public Safety Sales Tax Measure<sup>2</sup>, to wit: “to maintain: police officer staffing levels; police emergency response times; neighborhood patrols; anti-gang and youth violence prevention, intervention and suppression efforts including the Police Activities League program and other youth programs. The public safety sales tax measure will enable the upgrade of equipment and technology to help solve crimes, combat crime and fight gangs and expand programs to identify and shut down drug and gang houses. It will also help maintain firefighter staffing levels to ensure enough are on duty, fire and paramedic emergency response times and replace inadequate and outdated life-saving equipment. Funds may be used to improve, maintain or develop services or facilities (e.g., East Side Emergency Services) based on demand for services as demonstrated by call volumes, response times or other measurable indicators of community need. The public safety sales tax measure will enable the City to hire more parks and recreation staff for youth prevention programs, increase recreation services to neighborhoods, and upgrade equipment and facilities to increase and improve safe places for youth in the Watsonville community<sup>1</sup>.

#### B. ANNUAL AUDIT.

Review the report of the independent third-party accounting firm auditor who shall annually review and audit expenditures of funds specifically derived from the Public Safety Sales Tax Measure to disclose how the money was used and ensure compliance with the expenditure plans and to ensure that revenues are spent within prudent, established accounting procedures and practices. The independent audit results shall be a discrete part of the City’s annual audit.<sup>3</sup>

#### C. CITY BUDGET

Verify the Public Safety Sales Tax Measure annual budget appropriation specifies that all revenues from the Public Safety Sales Tax Measure shall be used only for improving the community’s public safety, with the revenue to be directed in support of the Police, Fire, Parks and Community Services Departments, in the proportions of fifty-four percent (54%) to Police and thirty-eight percent (38%) to Fire, and eight percent (8%) to Parks and Community Services and verify that the City establishes separate funds into which these specific monies are deposited and that such funds are separate for Police, Fire, and Parks and Community Services and are the source of their respective expenditures as established in the annual budget appropriation reviewed by the Committee and approved by resolution of the Council.<sup>4</sup>

#### D. MAINTENANCE OF EFFORT

Maintenance of Effort. Verify the City does not use The Public Safety Sales Tax Measure funds to replace General Fund operating budget contributions for the Police, Fire, and Parks and Community Services Departments by comparing the baseline maintenance of effort budgets. The baseline maintenance of effort budgets for this purpose shall be the fiscal year 2013-2014 adopted General Fund budgeted City contribution amounts for Police and Fire operations.

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<sup>2</sup> WMC. Subdivision (a) of Section 3-6-1102.

<sup>3</sup> WMC. Subdivision (c) of Section 3-6.1102.

<sup>4</sup> WMC. Subdivision (d) of Section 3-6.1102.

The Police Department fiscal year 2013-2014 adopted General Fund operating City budget contribution amount was Twelve Million Three Hundred Fifty-Nine Thousand Nine Hundred Twenty-Four and no/100ths (\$12,359,924.00) Dollars. The Fire Department fiscal year 2013-2014 adopted General Fund operating City budget contribution amount was Five Million Six Hundred Seventy-Two Thousand Two Hundred Ninety-Nine and no/100ths (\$5,672,299.00) Dollars.

These baselines shall be increased by the change in Consumer Price Index not to exceed three (3%) percent beginning in the fiscal year 2020-2021 budget. The Consumer Price Index shall be for all urban consumers for the San Francisco Bay Area for the preceding April to April change.<sup>5</sup>

E. CONTINGENCY RESERVE FUND

Contingency/Reserve Fund. Because the Public Safety Sales Tax Measure is used for essential services that are needed during both good and bad economic times, the Committee shall verify that the City has established a Contingency/Reserve Fund adequate to ensure that services are maintained in the event sales tax revenues decline. Such funds shall be established for the Public Safety Sales Tax Measure Contingency/Reserve Fund. The Contingency / Reserve Fund containing ten percent (10%) of the annually budgeted revenues will be established. In any given year when the Contingency/Reserve Fund holds less than the required ten percent (10%) of annual revenues, the first use of funds will be to implement the plan's current year program and then to establish or re-establish the Contingency/Reserve fund. If actual revenues in any given year are less than budgeted revenues, the City Council may use the Contingency/Reserve Fund to make up the difference between budgeted revenues and actual revenues for the approved annual budget appropriation.<sup>6</sup>

F. PRIORITY FOR ADDITIONAL REVENUE

Priorities. The Committee shall verify that if the Contingency/Reserve Fund is fully funded and all annual planned expenditures have been implemented, that any additional unanticipated sales tax revenues shall be used first to accelerate the implementation of the expenditure plans and then to provide additional public safety facilities, personnel, and equipment and youth violence prevention and Parks and Community Services based upon the specific needs of the community with the review and recommendation of the Revenue Measure Oversight Committee and approval of the City Council.

### 3.2 INFORM

A. SECOND INDEPENDENT VERIFICATION OF REVENUE AND EXPENSES

The City Revenue Measure Oversight Committee shall serve in an oversight capacity to at least twice a year meet and review revenues and expenditures and provide a second independent verification that all expenditures are being made as promised to Watsonville residents.

B. TWICE A YEAR COUNCIL OVERSIGHT COMMITTEE REPORT AND COUNCIL REVIEW.

The twice a year findings and report of the City Revenue Measure Oversight Committee shall be reviewed by the City Council at a publicly noticed meeting of the Council and made available to the public at least twice a year. The Committee findings presented to the Council, in public session, shall include the following:

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<sup>5</sup> WMC. Subdivision (e) of Section 3-6.1102.

<sup>6</sup> WMC. Subdivision (g) of Section 3-6.1102.



- (i) A statement indicating whether the City is in compliance with the requirements of the Public Safety Sales Tax Measure; and
- (ii) A summary of the Committee's proceedings and activities since the last report.

**C. ANNUAL COUNCIL REVIEW OF INDEPENDENT AUDITORS REPORT**

The report of the independent auditor required by subdivision (b) of Section 3-6-1102 shall be reported to the Council at least annually.

**D. COMMUNICATIONS TO PUBLIC**

The Committee shall inform the public concerning the City's expenditure of The Public Safety Sales Tax Measure revenues. In fulfilling this duty, all official communications to either the Council or the public shall come from the Chair acting on behalf of the Committee. The Chair shall communicate on behalf of the Committee only if the communication reflects the majority of the Committee.

**3.3. COUNCIL AND CITY MANAGER DUTIES**

Either the Council or the City Manager, shall have the following powers reserved, and the Committee shall have no jurisdiction over the following types of activities:

- (a) Approval of contracts,
- (b) Selection of personnel,
- (c) Appropriation of funds,
- (d) All legal matters, and
- (e) Approval of plans and schedules.

**3.4. LIMIT TO THE PUBLIC SAFETY SALES TAX MEASURE EXPENDITURES ONLY.**

In recognition of the fact that the Committee is charged with overseeing the expenditure of the Public Safety Sales Tax Measure proceeds, the Council has not charged the Committee with responsibility for:

- (a) Projects paid with or through the General Fund or grant funds or the sale of surplus property without Public Safety Sales Tax Measure funds shall not be within the authority of the Committee.
- (b) The establishment of priorities and order of law enforcement, fire service, and parks and community services management decisions shall be made by the City Manager, Police Chief, Fire Chief, Parks and Community Services Director, and Council in their sole discretion.
- (c) The selection of professional service firms as are based on City criteria established by the Council in its sole discretion.
- (d) The approval of the methods and timing shall be by the Council in its sole discretion who shall report to the Committee on any cost saving techniques considered or adopted by the Council.
- (e) The selection of independent audit firm(s), and such other persons as are necessary to support the activities of the Committee.
- (f) The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in the Public Safety Sales Tax Measure.
- (g) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Mayor's sole discretion as part of carrying out their function under the Public Safety Sales Tax Measure.

#### **SECTION 4. AUTHORIZED ACTIVITIES.**

In order to perform the duties, set forth in Section 3 of these Bylaws, the Committee may engage in the following authorized activities:

- (a) Receive and review copies of the City's annual independent performance audit and the Comprehensive Annual Financial Report, the City Budget, periodic financial statements furnished to the Committee and the Public Safety Sales Tax Measure Revenue annual independent financial audit.
- (b) Inspect City public records for which the Public Safety Sales Tax Measure revenue has been or will be expended, in accordance with any lawful access procedure established by the City Manager.
- (c) Review efforts by the City to maximize effective use of The Public Safety Sales Tax Measure revenue proceeds by implementing various cost-saving measures.

#### **SECTION 5. MEMBERSHIP.**

##### **5.1 NUMBER.**

The Committee shall consist of a minimum of eleven (11) members appointed by the Mayor.

##### **5.2 QUALIFICATION STANDARDS.**

- (a) To be a qualified member, they must be at least 18 years of age.
- (b) The Committee may not include any elected or appointed official of the City or any vendor, contractor or consultant of the City.

##### **5.3 ETHICS CONFLICT OF INTEREST.**

Members of the Committee are not subject to Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 et seq.) and are not required to complete the Form 700. However, each member shall comply with the Committee Ethics Policy attached as "Exhibit "A" to these Bylaws.

##### **5.4 TERM.**

Except as otherwise provided herein, each member shall serve a term of four (4) years, commencing as of the date of the appointment by the Mayor. The original Committee was appointed September 9, 2014. No member may serve more than two (2) consecutive four-year terms measure from the date of their appointment<sup>7</sup>.

Members whose term has expired may continue to serve on the Committee for a period not exceeding 180 days until a successor has been appointed.

##### **5.5 REMOVAL; VACANCY.**

The Mayor may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the

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<sup>7</sup> At the Committee's first meeting after adoption of the original by-laws members drew lots to select a minimum of six members to serve for an initial two (2) year term and the remaining members for an initial three (3) year term so that the terms of all members would not expire at the same time.

Committee Ethics Policy. Upon a member's removal, their seat shall be declared vacant. The Mayor shall fill any vacancies on the Committee. Vacancies shall be filled within 180 days.

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- (a) Committee members shall not have the authority to direct City staff.
- (b) Individual members of the Committee retain the right to address the Council, either identifying as a member of the Committee or as an individual.
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**6.1 REGULAR MEETINGS.**

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**6.2 LOCATION.**

All meetings shall be held within the City of Watsonville.

**6.3 PROCEDURES.**

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**SECTION 7. CITY SUPPORT.**

Administrative overhead to the Committee for accounting, payroll and human resources related to The Public Safety Sales Tax Measure shall not exceed two percent (2%) of annually budgeted revenues. The amount of the 2% cap on expenditures and the actual expenditures will be reported to the Committee. Subject to said restriction, the City shall provide to the Committee necessary technical and administrative assistance as follows:

- (a) Preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the City Council;
- (b) Provision of a meeting room, including any necessary audio/visual equipment;
- (c) Preparation and copies of any documentary meeting materials, such as agendas and reports;
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- (e) Provision of public access to such records on an Internet website maintained by the City, and
- (f) Printing and mailing of any required reports

City staff shall attend all Committee proceedings in order to report on the status of projects and the expenditures of The Public Safety Sales Tax Measure revenue. City staff shall annually present the report

required by subdivision (b) of Section 3-6.1102 (Fiscal Accountability Protections) to the Committee before the Comprehensive Annual Financial Report and the audit is presented to the City Council in order to allow the Committee sufficient time before the Council meeting to review, question and comment.

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In addition to the Annual Report required in Section 3.3, the Committee may, in its sole discretion, report to the Council from time to time in order to advise the Council on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

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#### **SECTION 10. AMENDMENT OF BYLAWS.**

Any amendment to these Bylaws shall require approval by a majority vote of the Council.

#### **SECTION 11. EXPIRATION.**

If the Public Safety Sales Tax Measure is rescinded by voters, the Committee's role shall expire and it shall wind up its and terminate its work, publish its final report and disband as soon as practical.

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# **CITIZENS' OVERSIGHT COMMITTEE ETHICS POLICY STATEMENT**

This Ethics Policy Statement provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement.

However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

## **POLICY**

### **CONFLICT OF INTEREST**

A Committee member shall not make or influence a City decision related to: any contract funded by Revenue G proceeds; or (2) any decision which will benefit the Committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

### **OUTSIDE EMPLOYMENT**

A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to any contract funded by Measure G revenue proceeds. A Committee member shall not influence a City decision related to any contract involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the City that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the City with respect to: (1) bidding on providing services funded by Measure G revenue.

### **COMMITMENT TO UPHOLD LAW**

A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California and all other applicable government entities, and the policies, procedures, rules and regulations of the City.

### **COMMITMENT TO CITY**

A Committee member shall place the interests of the City above any personal or business interest of the member.



REPORTING PERIOD: July 1, 2018 – June 30, 2019

# 5TH ANNUAL REPORT REVENUE MEASURE OVERSIGHT COMMITTEE



CITYOFWATSONVILLE.ORG







## OVERSIGHT COMMITTEE

Steve Snodgrass - Chair	Community Member
P J Mecozzi - Vice Chair	Business Owner
Lucy Casillas	Business Owner
Adrian Gonzales	Business Owner
Rick Danna	Realtor
Bryan Fuentes	POA Rep.
Brian Fulgoni	POA Rep.
Kirt Vojvoda	F.A. Rep.
Paulina Moreno	Neighborhood Leader
Noriko Ragsac	Neighborhood Leader
Robby Olson	Pastor



### A LETTER FROM THE COMMITTEE CHAIR

As the new Chair of the Revenue Measure G Oversight Committee, I am pleased to share the Revenue Measure Oversight Committee's 5th Annual Report for the year ending June 30, 2019. Through the tireless work of both our local Police and

Fire Departments, lives are saved in the Pájaro Valley. We are grateful for both their past and ongoing efforts to keep our City safe and secure, and we are happy Measure G supports this important work.

Twice a year, the Committee oversees Measure G revenues and expenses on behalf of the community. The Committee is a second independent check that all tax revenue was properly received, allocated, budgeted and spent in compliance with Measure G. The public is welcome and encouraged to attend our meetings to learn more about how Measure G money is received, safeguarded, budgeted, and spent. You can obtain more information on Measure G by visiting [measureg.org](http://measureg.org)

Sincerely,  
Steve Snodgrass  
Chair, Measure G Committee

## FISCAL ACCOUNTABILITY

In FY 2018-19, Measure G funding represented 9% of the Police department and 11% of the Fire department's total budget. It also provided over \$1.3 million for equipment and capital outlays. This represents a significant capital investment as it exceeds the general fund capital investment for the rest of the city.

An independent auditor has analyzed expenditures and revenues of Measure G. The auditors reviewed whether the City complied with its Measure G requirements including:

- a) test expenditures to ensure funds are spent on allowable activities;
- b) ensure that the City created two separate funds one for Police with 60% of the funds and one for Fire with 40% of the funds;

- c) maintain the required maintenance of effort from the General Fund;
- d) ensure that no more than 2% is spent in administrative overhead;
- e) ensure that a contingency fund was established holding 10% of annual revenues.

The auditor's report is separate from the audit of all other City finances and found that the City met its obligations. The oversight Committee accepted the separate audit report during their meeting in February 2020.

Both departments ended FY 2018-19 better than expected when the budget was created. This was due to extra revenues and expenditures savings. Overall sales tax revenue for the Measure G fund were \$150,985 better than expected. The Fire department

had expenditure savings primarily in delaying capital projects. At the end of the year, the Fire department's reserve increase by \$28,935 to \$1,058,876. This is well above the 10% required and better than had been budgeted. The Police department had savings due to staff turnover and delays in the purchasing of equipment. The Police department was able to increase its reserve by \$173,988 to \$2,345,887.

The departments have plans to spend the accumulated reserves on large upcoming purchases; the Fire vehicles and station repairs; and the Police Department on vehicles and continuing payments to the new records management system. Measure G has allowed both departments to plan ahead for major purchases which otherwise would be very difficult to plan for and fund.

## MAINTENANCE OF EFFORT

The city has met and exceeded the required maintenance of effort for both departments and has complied with the 2% administrative overhead.

## CONCLUSION

The Revenue Measure Oversight Committee finds that the City of Watsonville has complied with Measure G and State Law in budgeting, accounting for and expending Measure G revenue.

### Watsonville Police Dept. (60%)

Previous Balance	\$ 2,171,900
Sales Tax	\$ 2,448,303
Interest & Other Rev.	\$ 50,425

Expenditures	
Personnel	\$ 1,165,246
Operations	\$ 566,727
Equipment	\$ 592,768

Total Expenses	\$ 2,324,741
Balance	\$ 2,345,887

### Watsonville Fire Dept. (40%)

Previous Balance	\$ 1,029,940
Sales Tax	\$ 1,632,202
Interest & Other Rev.	\$ 39,002

Expenditures	
Personnel	\$ 771,540
Operations	\$ 152,929
Equipment	\$ 717,799

Total Expenses	\$ 1,642,268
Balance	\$ 1,058,876

## STAFFING AT WATSONVILLE FIRE

In FY 2018/2019 we were able to hire four new firefighters. They finished the academy that started in January 2019 and were working on shift by June 2019. Having the ability to hire these firefighters has helped our staffing levels. With the addition of new firefighters through Measure G, it has allowed the Fire Department to continue to provide effective response to medical and fire emergencies and it has reduced the impact to the General Fund by reducing the amount of overtime being paid out due to limited staffing.



Measure G benefits the community and the City of Watsonville by allowing firefighters to provide the best level of service possible by providing them with the tools they need to do their job. This has been made possible through the new fire engines that were purchased in 2018. This fiscal year the Fire Department was able to purchase a new fire truck to replace one of the older ones. The current fire trucks are worn out and have been breaking down frequently. With our new fire engines and the truck that will be arriving soon, our vehicle maintenance costs will go down and our response will continue to be reliable.

## FIRE EQUIPMENT AND TOOLS

In addition to the fire engines and the recent fire truck that was purchased, personal protective equipment and tools have been purchased to help firefighters. The equipment and tools protect and help firefighters going into house fires, vehicle accidents, medical calls, and wild-land fires. This is a benefit to the community and our City because it is allowing the firefighters to concentrate on the task at hand. They don't need to worry that their equipment might fail when time is of the essence.







Watsonville Police Officers

## WATSONVILLE POLICE DEPARTMENT

Your sales tax money is hard at work. Measure G, a ½-cent sales tax increase approved by voters in 2014, continues to benefit the Watsonville community in many ways.

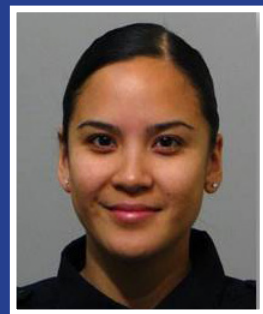
The following is a breakdown of where your money has gone and how it plays a pivotal role in keeping Watsonville safe.

### POLICE DEPARTMENT PERSONNEL

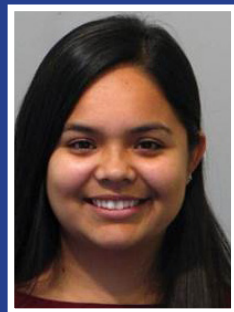
With the help of Measure G, the Watsonville Police Department has hired additional personnel, including **seven police officers**. One of the Measure G officers continues to serve in the WPD Traffic Unit and has been instrumental in the adoption of best practice strategies to increase traffic safety by providing educational workshops and helmet inspections for school-age children in the community. Another officer is assigned to the Special Investigations Unit, which cracks down on crime and solves cases by focusing on the community's immediate needs.

Assigning officers to special units allows the department to take a progressive approach in building partnerships, embracing community engagement and developing strategies in reducing crime. The rest of the officers are assigned to the patrol division, an important role in public service because they respond to incidents, deter and prevent crimes.

There is a direct correlation between having more officers patrolling the community and having a lower crime rate; the benefits can be shown through the reduction of overall crime, in 2019 total crime decreased by 11% compared to 2018.



**Police Officer**  
Leilani Aldave



**Youth Specialist**  
Emily Andrade



**Recently Remodeled  
Locker Room**

**Professional personnel** also play an important role in law enforcement and Measure G provided the funding to support the following positions: A Crime Analyst, 2 Police Service Specialist (PSS), Property and Evidence Technician and a Youth Specialist. The WPD crime analyst position is essential in the efforts of enhancing public safety, identifying emerging trends and allocating resources. And the youth specialist works with the Caminos Hacia el Éxito Program, which provides a second opportunity to first-time youth offenders and is key in the efforts of youth prevention/intervention services.

**Training for personnel** is fundamental, as it increases the efficiency of the department;



helps maintain high standards and the safety of the community. Measure G has funded trainings for both, professional staff and sworn personnel such as civilian police leadership, evidence and records, evidence management,

basic crisis negotiation, field training program, interview and interrogation, child forensic interviews and auto-pedestrian collision investigations among others.

### **POLICE VEHICLES, SPECIALIZED EQUIPMENT AND CAPITAL PROJECTS**

Because of Measure G, the WPD has been able to purchase new vehicles to replace old, high-mileage units with major service issues. A total of \$164,311 in Measure G funding was used to purchase the following vehicles: 2 trucks for the police service specialists, 3 patrol vehicles and 1 motorcycle for the traffic unit. To further support personnel, Measure G also funded specialized department equipment in the amount of \$65,387, which included 10 handheld radios, 5 bulletproof vests, crime analysis software and 3 mobile digital computers.

Measure G also supported capital projects such as the locker room expansion, which at the time, didn't have the capacity to support additional hiring for both male and female officers and professional staff requiring locker space. During the reporting period, \$91,584 was dedicated towards the locker room project.

Another project supported by Measure G are Body-Worn Cameras, which provide benefits such as increased public confidence and de-escalation of anti-social behavior among others, \$230,000 in Measure G funds used were towards the Body-Worn Camera Project during the reporting period.



**New body worn cameras**



**New Watsonville Police  
Department Vehicle**





## CAMINOS HACIA EL ÉXITO

The Watsonville Police Department strongly believes in investing in our youth and we're doing it with the help of Caminos Hacia el Éxito, a diversion program that gives kids and teens a second chance. The program provides counseling, mentoring and all the other tools needed to keep youth on track and out of trouble.

"Carlos", a 15-year-old teen was referred to the program after he committing a misdemeanor. Program case managers immediately noticed the teen had trouble

communicating with his mom, was truant in school and struggled academically. They were both referred to the Strengthening Families Program, an evidence-based family skills series that is proven to increase parental involvement, positive communication, and family bonding.

Since completing the program, the mom indicated that her son has had a positive change in his behavior, has accepted responsibility for his actions, has been respectful and his communication skills has improved. Carlos also enrolled

in the after-school program; his attendance has improved and he is receiving counseling.

Caminos Hacia el Éxito is more than just giving youth the opportunity to take responsibility for their actions; it provides resources to the entire family to develop effective parenting practices that lead to an increase of protective factors for the youth.

Carlos' story is just one of many Caminos Hacia el Éxito success stories. During the 2018-2019 fiscal year, 17 youth participated and 12 (71%) successfully completed the program. Of the 12 youth who successfully completed the program, 11 (92%) did not re-offend. These youth completed 765 community service hours. This fiscal year, \$158,794 of Measure G funds was used to support the Caminos Hacia el Éxito program.

## POLICE ACTIVITIES LEAGUE (PAL)

The Watsonville Police Activities League (PAL) is a crime prevention program, relying on educational, athletic, and other recreational activities to give youth a chance to better themselves and become a positive influence in this community. PAL strives to keep an open door to all families and youth who come through it with an array of programs, leadership opportunities, and an experience that otherwise would be out of their reach to many families due to limited transportation, financial restrictions at home, or lack of adult mentor-ship.

PAL members have access to an array of opportunities throughout



the year. Martial Arts are a staple at the PAL Gym with Karate, Judo and a Self-Defense Program. PAL centers provide academic assistance, structured programming and an opportunity to engage in positive mentor-ship. PAL also provides day trips to places such as local colleges, state

beaches as well as nearby cities. PAL collaborated with Mountains to Sea, Camp Hammer and Skate Dogs to give the youth an opportunity to enhance their life knowledge. During Fiscal Year 2018-2019, \$96,293 of Measure G funds was used to support the Police Activities League Program.





PLAZO DEL REPORTE: 1 de julio del 2018 – 30 de junio del 2019

# 5TO INFORME ANUAL COMITÉ DE SUPERVISIÓN DE MEDIDA DE INGRESOS



[CITYOFWATSONVILLE.ORG](http://CITYOFWATSONVILLE.ORG)





## COMITÉ DE SUPERVISIÓN

Steve Snodgrass - Presidente	Miembro de la Comunidad
P J Mecozzi - Vicepresidente	Propietario de negocio
Lucy Casillas	Propietaria de negocio
Adrian Gonzales	Propietario de negocio
Rick Danna	Corredor de bienes raíces
Bryan Fuentes	Asociación de Policía
Brian Fulgoni	Asociación de Policía
Kirt Vojvoda	Asociación de Bomberos
Paulina Moreno	Líder Vecinal
Noriko Ragsac	Líder Vecinal
Robby Olson	Pastor



### UNA CARTA DEL PRESIDENTE DEL COMITÉ

Como nuevo Presidente del Comité de Supervisión de la Medida G, me complace compartir el 5° Informe Anual del Comité de Supervisión de la Medida de Ingresos para el año que finaliza el 30 de junio de 2019.

Gracias al trabajo incansable de nuestros departamentos locales de Policía y Bomberos, se salvaron vidas en el valle del Pájaro. Estamos agradecidos por sus esfuerzos pasados y continuos para mantener nuestra Ciudad segura y protegida, y estamos contentos de que la Medida G respalde este importante trabajo.

Dos veces al año, el Comité supervisa los ingresos y gastos de la Medida G en nombre de la comunidad. El Comité es una segunda verificación independiente de que todos los ingresos tributarios se recibieron, asignaron, presupuestaron y gastaron adecuadamente en conformidad con la Medida G. El público es bienvenido a asistir a nuestras reuniones para obtener más información sobre cómo se recibe, protege y presupuesta el dinero de la Medida G. Puede obtener más información sobre la Medida G visitando

[measureg.org](http://measureg.org)

Sinceramente,  
Steve Snodgrass  
Presidente del Comité de Medida G

## RESPONSABILIDAD FISCAL

En el ejercicio 2018-19, la financiación de la Medida G representó el 9% del departamento de Policía y el 11% del presupuesto total del departamento de Bomberos. También proporcionó más de 1.3 millones de dólares para equipos y gastos de capital. Esto representa una importante inversión de capital, ya que excede la inversión de capital de fondos generales para el resto de la ciudad.

Un auditor independiente ha analizado los gastos e ingresos de la Medida G. Los auditores examinaron si la Ciudad cumplía con sus requisitos de la Medida G, entre ellos:

- a) los gastos de prueba para garantizar que los fondos se gasten en actividades permitidas;
- b) asegurar que la Ciudad creó dos fondos separados uno para la Policía con el 60% de los fondos y uno para Bomberos con el 40% de los fondos;
- c) conservar el mantenimiento de las

- provisiones del Fondo General;
- d) asegurar de que no se gaste más del 2% en gastos administrativos;
- e) garantizar que se haya establecido un fondo de contingencia que posea el 10 por ciento de los ingresos anuales.

El informe del auditor por separado de todas las otras auditorías de las finanzas de la ciudad y encontró que la ciudad cumplió con sus obligaciones.

El Comité de Supervisión aceptó el informe de auditoría separado durante su reunión de febrero de 2020.

Ambos departamentos terminaron el año 2018-19 mejor de lo esperado cuando se creó el presupuesto. Esto se debió a los ahorros de ingresos y gastos adicionales. Los ingresos totales por impuestos sobre las ventas del fondo de la Medida G fueron 150,985 dólares mejores de lo esperado. El Departamento de Bomberos tuvo ahorros de gastos

principalmente en retrasar los proyectos de capital. Al final del año, el aumento de la reserva del departamento de Bomberos en \$28,935 a \$1,058,876. Esto está muy por encima del 10% requerido y mejor de lo que se había presupuestado. El departamento de Policía tuvo ahorros debido a la rotación del personal y los retrasos en la compra de equipos. El departamento de Policía pudo aumentar su reserva en \$173,988 a \$2,345,887.

Los departamentos tienen planes de gastar las reservas acumuladas en grandes compras próximas; el Departamento de Bomberos en vehículos y las reparaciones de la estación; y el Departamento de Policía en vehículos y pagos continuos al nuevo sistema de gestión de registros. La medida G ha permitido a ambos departamentos planificar con antelación para compras importantes que, de lo contrario, serían muy difíciles de planificar y financiar.



## MANTENIMIENTO DE PROVISIONES

La ciudad ha cumplido y sobrepasado el mantenimiento necesario de provisiones para ambos departamentos y ha cumplido con el 2% de los gastos administrativos.

## CONCLUSIÓN

El Comité de Supervisión de la Medida de Ingresos encuentra que la ciudad de Watsonville ha cumplido con la Medida G y la Ley Estatal en la presupuestación, contabilización y liquidación de los ingresos de la Medida G.

### Departamento de Policía de Watsonville (60%)

Balance previo	\$ 2,171,900
Impuestos sobre la venta	\$ 2,448,303
Interés y otros ingresos	\$ 50,425

#### Gastos

Personal	\$ 1,165,246
Operaciones	\$ 566,727
Equipos	\$ 592,768

Gastos totales	\$ 2,324,741
Balance	\$ 2,345,887

### Departamento de Bomberos de Watsonville (40%)

Balance previo	\$ 1,029,940
Impuestos sobre la venta	\$ 1,632,202
Interés y otros ingresos	\$ 39,002

#### Gastos

Personal	\$ 771,540
Operaciones	\$ 152,929
Equipos	\$ 717,799

Gastos totales	\$ 1,642,268
Balance	\$ 1,058,876

## PERSONAL DE BOMBEROS

En el año fiscal 2018/2019 pudimos contratar a cuatro nuevos bomberos que terminaron la academia que comenzó en enero de 2019 y estaban trabajando en turno para junio de 2019. Tener la capacidad de contratar a estos bomberos ha ayudado a nuestros niveles de personal. La incorporación de nuevos bomberos a través de la Medida G, ha permitido que el Departamento de Bomberos continúe brindando una respuesta efectiva a emergencias médicas y de incendios y ha reducido el impacto en el Fondo General al reducir la cantidad de horas extras que se pagan debido a la limitada dotación de personal.



## EQUIPOS Y HERRAMIENTAS PARA COMBATIR INCENDIOS

Además de los equipos para combatir incendios camiones y el recién adquirido camión de bomberos, se compraron equipos y herramientas de protección personal para ayudar a los bomberos. El equipo y las herramientas protegen y ayudan a los bomberos en incendios domésticos, accidentes de vehículos, llamadas médicas e incendios forestales. Esto es un beneficio para la comunidad y nuestra ciudad porque permite que los bomberos se concentren en la tarea en cuestión. No necesitan preocuparse de que su equipo pueda fallar cuando el tiempo es esencial.

La Medida G beneficia a la comunidad y a la Ciudad de Watsonville al permitir que los bomberos brinden el mejor nivel de servicio posible al proporcionarles las herramientas que necesitan para hacer su trabajo. Esto ha sido posible gracias a los nuevos camiones de bomberos que se compraron en 2018. Este año fiscal, el Departamento de Bomberos pudo comprar un nuevo camión de bomberos para reemplazar uno de los más antiguos. Los camiones de bomberos actuales están desgastados y se han averiado con frecuencia. Con nuestros nuevos camiones de bomberos y el camión que llegará pronto, los costos de mantenimiento de nuestros vehículos disminuirán y nuestra respuesta seguirá siendo confiable.





Oficiales de la Policía de Watsonville

## DEPARTAMENTO DE POLICÍA DE WATSONVILLE

Su dinero de impuestos sobre las ventas está trabajando. La Medida G, es un impuesto a las ventas de ½ centavo aprobado por los votantes en el 2014, continúa beneficiando a la comunidad de Watsonville de muchas maneras.

Los siguientes son los programas financiados por usted y son fundamentales para mantener a Watsonville seguro.

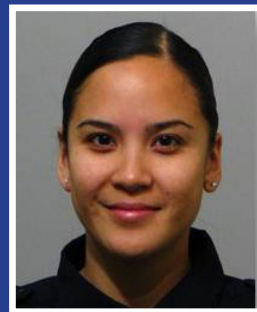
### PERSONAL DEL DEPARTAMENTO DE POLICÍA

Con la ayuda de la Medida G, el Departamento de Policía ha contratado personal adicional, que incluye siete policías. Uno de los policías de la Medida G continúa sirviendo en la Unidad de Tráfico de WPD y ha sido instrumental en la adopción de estrategias de mejores prácticas para aumentar la seguridad del tráfico al proporcionar talleres educativos e inspecciones de cascos para niños en edad escolar en nuestra comunidad.

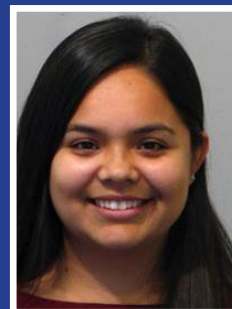
Otro policía fue asignado a la Unidad de Investigaciones Especiales, que toma medidas enérgicas contra la delincuencia y resuelve los casos enfocándose en las necesidades inmediatas de la comunidad. Asignar

policías a unidades especiales le permite al departamento adoptar un enfoque progresivo en la creación de asociaciones, abrazar el compromiso de la comunidad y desarrollar estrategias para reducir la delincuencia. El resto de los oficiales fueron asignados a la división de patrulla, un trabajo importante en el servicio público porque responden a incidentes, disuaden y previenen la delincuencia.

Existe una correlación directa entre tener más policías patrullando la comunidad y tener menos delincuencia; Los beneficios se pueden mostrar mediante la reducción de la delincuencia general, en el 2019 la cual disminuyó un total de 11% en comparación con el 2018.



**Oficial de policía**  
Leilani Aldave



**Especialista Juvenil**  
Emily Andrade



**Vestuario recientemente remodelado**



El **personal profesional** también desempeña un trabajo importante en la aplicación de la ley. La Medida G proporcionó los fondos para apoyar los siguientes puestos: un analista de delitos, dos especialistas en servicios policiales (PSS), un técnico en bienes y pruebas y un especialista en jóvenes. La posición de analista de delitos de WPD es esencial en los esfuerzos por mejorar la seguridad pública, identificar tendencias emergentes y asignar recursos. El especialista en jóvenes trabaja con el Programa Caminos Hacia el Éxito, que brinda una segunda oportunidad a los delincuentes juveniles por primera vez y es clave en los esfuerzos de los servicios de prevención e intervención juvenil.

La **capacitación del personal** es fundamental, ya que aumenta la eficiencia del departamento; ayuda



Oficiales del Departamento de Policía de Watsonville trabajando

a mantener altos estándares y la seguridad de la comunidad. La Medida G ha financiado capacitaciones para personal profesional, tales como liderazgo de la policía civil, evidencia y registros, manejo

de evidencia, negociación de crisis básica, programa de capacitación de campo, entrevistas e interrogatorios, entrevistas forenses infantiles e investigaciones de accidentes peatonales, entre otros.

## VEHÍCULOS POLICIALES, EQUIPOS ESPECIALIZADOS Y OBRAS CAPITALES

Gracias a la Medida G, el WPD ha podido comprar vehículos nuevos para reemplazar las unidades viejas con muchas millas y problemas mecánicos. Se utilizó un total de \$164,311 en fondos de la Medida G para comprar los siguientes vehículos: dos camiones para los especialistas del servicio policial, tres vehículos de patrulla y una motocicleta para la unidad de tráfico. Para apoyar aún más al personal, la Medida G también financió equipos especializados por un monto de \$65,387, que incluía 10 radios portátiles, cinco chalecos antibalas, software de análisis de delitos y tres computadoras digitales móviles.

La Medida G también apoyó obras capitales, como la expansión de vestidores, que en ese momento no tenía la capacidad de respaldar la contratación adicional de policías y personal profesional, tanto hombres como mujeres, que requieren espacio en los vestidores. Durante el período del informe, se destinaron \$1,584 al vestidor.

Otro proyecto apoyado por la Medida G son las cámaras para uso corporal, que brindan beneficios tales como una mayor confianza del público y la disminución de la conducta antisocial, entre otros, \$ 230,000 en fondos de la Medida G utilizados para el proyecto de cámara para uso corporal se han usado hasta hoy.



Cámaras para uso corporal



Vehículo nuevo del Departamento de Policía de Watsonville





## CAMINOS HACIA EL ÉXITO

El Departamento de Policía de Watsonville cree firmemente en programas de intervención para nuestros jóvenes y los estamos haciendo con la ayuda del programa Caminos Hacia el Éxito, un programa que ofrece a los jóvenes una segunda oportunidad. El programa proporciona asesoramiento, orientación y todas las otras herramientas necesarias para mantener a los jóvenes en el camino correcto y sin problemas.

"Carlos", un adolescente de 15 años fue enviado al programa después de haber cometido un delito menor. Los administradores de casos del

programa notaron de inmediato que el adolescente tenía problemas para comunicarse con su madre, se ausentaba de la escuela y tenía dificultades académicas. Fueron remitidos al Programa de Fortalecimiento de Familias, un programa que enseña habilidades familiares basadas en evidencia que han demostrado aumentar la participación de los padres, la comunicación positiva y el vínculo familiar.

Desde que Carlos completó el programa, la madre indicó que su hijo había tenido un cambio positivo en su comportamiento, ha aceptado la responsabilidad de sus acciones, ha sido respetuoso y sus habilidades de

comunicación han mejorado. Carlos también se inscribió en el programa después de escuela y su asistencia ha mejorado y está recibiendo asesoría profesional.

El Programa Caminos Hacia el Éxito es una estrategia para dar a los jóvenes la oportunidad de asumir la responsabilidad de sus acciones; proporciona recursos a toda la familia para desarrollar prácticas eficaces de crianza que conduzcan a un aumento de los factores de protección para los jóvenes.

La historia de Carlos es solo una de las muchas historias de éxito de Caminos Hacia el Éxito. Durante el año fiscal 2018-2019, 17 jóvenes acordaron participar y 12 (71%) completaron con éxito el programa. De los 12 que completaron con éxito el programa, 11 (92%) no reincidieron. Estos jóvenes completaron 765 horas de servicio comunitario. Este año fiscal, \$158,794 de los fondos de la Medida G se utilizaron para apoyar el programa Caminos Hacia el Éxito.

## POLICE ACTIVITIES LEAGUE (PAL)

La Liga de Actividades de Policía de Watsonville (PAL) es un programa de prevención en contra de la delincuencia, que se basa en actividades educativas, deportivas y recreativas para brindar a los jóvenes la oportunidad de mejorar y convertirse en una influencia positiva en esta comunidad. PAL se esfuerza por mantener una puerta abierta para todas las familias y jóvenes con una variedad de programas y oportunidades de liderazgo. PAL les brinda una experiencia que de otra manera estaría fuera del alcance de muchas familias debido al transporte limitado, restricciones financieras en el hogar o falta de tutoría de adultos.

Los miembros de PAL tienen acceso a una variedad de oportunidades durante todo el año. Las artes



marciales son un elemento básico en el gimnasio PAL con karate, judo y un programa de defensa personal. Nuestros centros PAL brindan asistencia académica, programación estructurada y la oportunidad de participar en una tutoría positiva. PAL también ofrece excursiones de un día a lugares como universidades locales,

playas estatales y ciudades cercanas. PAL colaboró con Mountains to Sea, Camp Hammer y Skate Dogs para dar a los jóvenes la oportunidad de mejorar su conocimiento de la vida. Durante el año fiscal 2018-2019, \$96,293 de los fondos de la Medida G se usaron para apoyar el Programa de la Liga de Actividades Policiales.

**City of Watsonville**  
**Revenue Measure Oversight Committee (Measure Y)**

**M E M O R A N D U M**



**DATE:** May 22, 2020

**TO:** Matthew D. Huffaker, City Manager

**FROM:** David Honda, Chief of Police

**SUBJECT:** Watsonville Police Department Status Report – January to April 2020

**AGENDA ITEM:** May 27, 2020

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**RECOMMENDATION:**

Motion accepting the Watsonville Police Department Measure G status report for January 1, 2020 through April 30, 2020.

**DISCUSSION:**

On June 3, 2014, Measure G was approved by the voters to provide a secure, local revenue stream to the City of Watsonville dedicated to fund public safety personnel, equipment, facilities, services and youth programs. The Watsonville Police Department (WPD) has used Measure G to fund 14 positions, update public safety facilities, equipment and sustain youth programs.

The following positions were funded:

- 7 Police Officers
- 2 Police Service Specialists
- Property and Evidence Technician
- Crime Analyst
- Youth Specialist
- Recreation Specialist
- Recreation Supervisor

Measure G, continues to fund training for personnel which has increased the effectiveness and safety of the department and the community. Trainings include crime scene fundamentals, background investigations, mental health intervention, trauma informed leadership, interview and interrogation, sexual assault investigations, field training officer updates and basic police academy among others. During this reporting period, Measure G funded \$24,871 in training.

The following capital project, vehicle and specialized department equipment was purchased by Measure G during the reporting period:

- The WPD Locker Room Project was finalized, final payment in the amount of \$42,869 was made in February 2020
- GO-4, a utility vehicle used by parking enforcement officers in the amount of \$35,091
- Radio equipment and five (5) bulletproof vests in the amount of \$13,282

#### *Police Activities League (PAL)*

PAL is a youth serving program that relies on educational, athletic and other recreational activities to increase the bond among police officers, recreation leaders, youth and their parents. To date, 744 youth have been served with Measure G funds. Since the start of 2020, PAL provided various programming in the local area through weekly outdoor sports, self-defense, arts and crafts, baking, group outings at beaches and parks, and movie nights. PAL has also started to provide pro-social activities once a week on the campus of Rolling Hills Middle School. COVID-19 halted programming in early March. Since that time, PAL has stayed active on social media, promoting various free virtual opportunities for youth and their families. In April, PAL hosted a Virtual Easter Egg Hunt, with the efforts of Police, Fire and the Parks and Community Services Department. The Easter Bunny, McGruff and their helpers delivered goodie bags to over 200 homes in our community.

#### *Caminos hacia el Exito*

Caminos hacia el Exito is a diversion program for Watsonville youth who commit a first offense (misdemeanor). It uses evidence-based approaches to hold the youth accountable for their actions in a timely manner. Some of the services include case management, counseling, Teen Peer Court, Neighborhood Accountability Board, mentoring, pro-social activities offered by PAL and Guiding Good Choices - a parenting component to strengthen the relationship between parents and children. To date, Measure G has funded the referral of 166 youth who have completed 7,430 hours of community service.

#### **FINANCIAL IMPACT:**

There is no financial impact. Measure G funds were utilized as directed by the voters.

#### **ATTACHMENTS:**

None.

cc: City Attorney



**City of Watsonville  
Revenue Measure Oversight Committee**

**M E M O R A N D U M**

**DATE:** May 22, 2020

**TO:** Revenue Measure Oversight Committee

**FROM:** Rudy Lopez Sr., Fire Chief

**SUBJECT:** Fire Department Status Report- January to April 2020

**AGENDA ITEM:** May 27, 2020 Revenue Measure Oversight Committee

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**RECOMMENDATION:**

Receive Staffing and Operations Report from the Watsonville Fire Department from January 1 thru April 30, 2020.

**DISCUSSION:** On June 3, 2014, Measure G was approved by Watsonville voters. The new tax went into effect on October 1, 2014. FY 2019-20 is the sixth year for Measure G which will sunset in seven years on September 30, 2021. Watsonville Fire Department (WFD) reports the following:

- Installation of equipment on new Aerial Ladder Truck 4471
- Repairs on Fire Engine 4412
- Charger for Thermal Imager
- Uniforms for Fire Academy

Measure G funding has been used to hire and retain seven (7) additional personnel- six (6) firefighters and one(1) administrative staff person; and to make payments on fire apparatus and fire related equipment. Upcoming projects include a paramedic training program for local EMT's who may not be able to afford paramedic school, a CPR program for Spanish speakers, Senior Safety classes and two, two-week youth academies for the summer. Due to COVID-19 shelter in place orders, programs and classes have been postponed to a later time.

**FINANCIAL IMPACT:**

There is no financial impact. Measure G funds are being utilized as directed by the voters.

**ATTACHMENTS:** None

cc: City Attorney

City of Watsonville  
*Finance*

**M E M O R A N D U M**



**DATE:** May 22, 2020

**TO:** Oversight Committee Measure Y

**FROM:** Cindy Czerwin, Administrative Services Director

**SUBJECT:** Verification of Public Safety Sales Tax Measure Annual Budget Revenues Comply with Subdivision (c) of Section 3-6.1102 of the Watsonville Municipal Code & Directing Staff to Present Proposed Measure Y FY 2020-21 Budget to the City Council for Approval

**AGENDA ITEM:** May 27, 2020 Oversight Committee

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**RECOMMENDATION:**

Motion Verifying Public Safety Sales Tax Measure Annual Budget Revenues Comply with Subdivision (c) of Section 3-6.1102 of the Watsonville Municipal Code & Directing Staff to Present Proposed Measure Y FY 2020-21 Budget to the City Council for Approval.

**DISCUSSION:**

On March 3, 2020 Watsonville voters renewed the existing half cent sales tax formerly known as Measure G. The renewal ordinance, Measure Y directs the funds 54% to Police, 38% to Fire and 8% to Parks and Community Services to fund police, fire and youth violence prevention services. In accordance with Measure's requirements the City has established separate funds into which specific monies are deposited.

The renewed Measure requires that an annual maintenance of effort (MOE) is met. Starting in FY 2020-21 the maintenance of effort of the Police and Fire services is defined as the Fiscal year 2013-14 adopted General Fund operating budget for each department inflated by change in the April to April San Francisco Bay Area Consumer Price Index (CPI). The April to April CPI has increased by 1.1% and therefore the MOE requirements are \$12,497,149 and \$5,735,275 for the Police and Fire departments respectively. Both of these amounts are projected to be met and exceeded during the upcoming fiscal year. The reserve is also projected to be met by the end of the year.

The Measure also requires a 10% contingency / reserve fund to be established or maintained. Police and Fire have reserve funds exceeding the 10% requirement and a



reserve fund is being established for the Parks department as this is their first Fiscal Year receiving these funds.

The Covid-19 Pandemic has created a fiscal crisis that is dramatically affecting sales tax revenues that fund Measure Y. Current estimates have this revenue dropping by 26% from Fiscal Year 2019 receipts. In order to maintain sworn staffing levels as much as possible both the Police and Fire departments are greatly reducing their capital spending and planning to use approximately one third of their existing reserves. The Parks and Community Services department is planning to spend their allocation on preserving parks and recreation services. Spending plans may have to be further adjusted as the actual economic effect of the pandemic becomes clearer. A summary of each department's proposed budget is included in table 1 below and details of are included in the attachments.

<b>MEASURE Y - FY 2020-21 BUDGET SUMMARY</b>				
<b>Revenues</b>	<b>Police</b>	<b>Fire</b>	<b>PCS</b>	<b>Totals</b>
Measure G	\$ 1,566,000	\$ 1,102,000	\$ 232,000	\$ 2,900,000
Interest / Other	\$ 20,100	\$ 15,000		\$ 35,100
Total Revenues	\$ 1,586,100	\$ 1,117,000	\$ 232,000	\$ 2,935,100
<b>Expenses</b>				
Operations	\$ 1,913,472	\$ 1,133,183	\$ 208,800	\$ 3,255,455
Capital	\$ 106,500	\$ -	\$ -	\$ 106,500
Debt Service	\$ -	\$ 286,307	\$ -	\$ 286,307
Reappropriated Capital	\$ 49,000	\$ 75,000	\$ -	\$ 124,000
Total Expenses	\$ 2,068,972	\$ 1,494,490	\$ 208,800	\$ 3,772,262
Revenue - Expenses	\$ (482,872)	\$ (377,490)	\$ 23,200	\$ (837,162)
Est. Reserves 06/30/2020	\$ 1,413,879	\$ 1,034,070	\$ -	\$ 2,447,949
<b>Net Reserves 06/30/2020</b>	<b>\$ 931,007</b>	<b>\$ 656,580</b>	<b>\$ 23,200</b>	<b>\$ 1,610,787</b>
	59%	60%	10%	56%

This budget will be submitted to the City Council for review and approval at its June 9, 2020 meeting as part of the annual appropriations ordinance.

#### **FINANCIAL IMPACT:**

Approval of the budget by the City Council is necessary in order to deliver services to the community. The direction the Oversight Committee provides to staff helps accomplish the adoption of the budget.

**ATTACHMENTS:**

- Police FY 2020-21 Recommended Budget
- Fire FY 2020-21 Recommended Budget
- Parks and Community Services FY 20-21 Recommended Budget

cc: City Attorney



## Attachment 1: Recommended Police Budget for FY 2020-21

Fund	Division	Account	FY 2020/21
<b>Measure G Police</b>		<b>Title</b>	<b>Budget</b>
<b>REVENUES:</b>			
0310	527	5069 - SALES TAX - MEASURE G	1,566,000
0310	527	5411 - INTEREST EARNINGS	20,000
0310	527	5895 - OTHER REVENUE	1,000
<b>Total Revenues</b>			<b>1,587,000</b>
<b>EXPENDITURES:</b>			
0310	527	7011 - REGULAR SALARIES & WAGES	968,189
0310	527	7012 - OVERTIME PAY	56,000
0310	527	7038 - RETIREMENT PLAN CHARGES	175,058
0310	527	7062 - GROUP HEALTH INSURANCE	176,716
0310	527	7066 - SOCIAL SECURITY	34,912
0310	527	7067 - ALT - 457 DEFERRED COMP	1,257
0310	527	7090 - UNIFORM ALLOWANCE	1,200
<b>Subtotal Personnel</b>			<b>1,413,332</b>
0310	527	7221 - ADVERTISING	5,000
0310	527	7222 - TELEPHONE SERVICE	4,000
0310	527	7351 - DUES AND SUBSCRIPTIONS	1,500
0310	527	7359 - PERSONNEL TRAINING	70,000
0310	527	7361 - OTHER CONTRACT SERVICES	241,500
0310	527	7501 - OFFICE SUPPLIES	5,000
0310	527	7533 - SPECIALIZED DEPT MATERIALS	40,000
0310	527	7559 - OTHER SUPPLIES & MATERIALS	20,000
0310	527	7711 - GENERAL INSURANCE	32,400
0310	527	7712 - COMPENSATION INSURANCE	50,500
0310	527	7721 - COST ALLOCATION PLAN CHARGES	30,240
<b>Subtotal Operations</b>			<b>419,640</b>
<b>CAPITAL:</b>			
0310	967	CROWD MANAGEMENT GAS MASKS	56,500
0310	967	MDC REPLACEMENT	25,000
0310	967	CRADLE REPLACEMENT	25,000
<b>CARRYFORWARD CAPITAL:</b>			
0310	967	PATROL VEHICLE REPLACEMENT	49,000
<b>Subtotal Capital</b>			<b>155,500</b>
<b>Total Budget</b>			<b>1,988,472</b>
<b>Positions</b>			<b>11</b>

## Attachment 2: Recommended Fire Budget for FY 2020-21

Fund	Division	Account	FY 2020/21
<b>Measure G FIRE</b>		<b>Title</b>	<b>Budget</b>
<b>REVENUES:</b>			
0310	526	5069 - SALES TAX - MEASURE G	1,102,000
0310	526	5411 - INTEREST EARNINGS	15,000
<b>Total Revenues</b>			<b>1,117,000</b>
<b>EXPENDITURES:</b>			
0310	526	7011 - REGULAR SALARIES & WAGES	581,509
0310	526	7012 - OVERTIME PAY	39,332
0310	526	7038 - RETIREMENT PLAN CHARGES	93,051
0310	526	7062 - GROUP HEALTH INSURANCE	103,051
0310	526	7066 - SOCIAL SECURITY	12,697
0310	526	7090 - UNIFORM ALLOWANCE	113
<b>Subtotal Personnel</b>			<b>829,753</b>
0310	526	7303 - LEGAL SERVICES	1,500
0310	526	7307 - EXPERT & CONSULTATION SERVICES	2,000
0310	526	7323 - REP & MAINT-VEHICLES & EQUIPME	12,250
0310	526	7327 - REP & MAINT-UNIFORMS & ACCESS	21,850
0310	526	7359 - PERSONNEL TRAINING	3,750
0310	526	7361 - OTHER CONTRACT SERVICES	85,000
0310	526	7503 - FIRST AID SUPPLIES	-
0310	526	7516 - UNIFORMS BADGES & ACCESSORIES	46,000
0310	526	7711 - GENERAL INSURANCE	35,300
0310	526	7712 - COMPENSATION INSURANCE	74,500
0310	526	7721 - COST ALLOCATION PLAN CHARGES	21,280
0310	526	7731 - MSC CHARGES	-
0310	526	7910 - OPERATING TRANSFERS OUT	286,307
<b>Subtotal Operations</b>			<b>589,737</b>
<b>CAPITAL:</b>			
0310	966	ROOF REPAIRS AT BOTH STATIONS	75,000
<b>Subtotal Capital</b>			<b>75,000</b>
<b>Total Budget</b>			<b>1,494,490</b>
<b>Positions</b>			<b>7</b>

### Attachment 3: Recommended PCS Budget for FY 2020-21

Fund	Division	Account	FY 2020/21
<b>Measure G PCS</b>		<b>Title</b>	<b>Budget</b>
<b>REVENUES:</b>			
0310	529	5069 - SALES TAX - MEASURE G	232,000
<b>Total Revenues</b>			<b>232,000</b>
<b>EXPENDITURES:</b>			
0310	529	7021 - TEMPORARY & CASUAL WAGES	94,000
<b>Subtotal Personnel</b>			<b>94,000</b>
0310	529	7361 - OTHER CONTRACT SERVICES	94,800
0310	529	7559 - OTHER SUPPLIES & MATERIALS	20,000
<b>Subtotal Operations</b>			<b>114,800</b>
<b>Total Budget</b>			<b>208,800</b>