



AGENDA
REGULAR MEETING OF THE
GENERAL TAX OVERSIGHT COMMITTEE
(MEASURE S)
FRIDAY, FEBRUARY 10, 2023
1:00 PM VIA ZOOM

Suisun City Council Chambers - 701 Civic Center Boulevard - Suisun City, California

NOTICE

The following General Tax Oversight Committee (Measure S) meeting may include teleconference participation by: Committee Members Ruth Forney, Barbara Pisching, John Pierce, Donald Peters, and Tamara Colden in accordance with subdivisions (b), (e), or (f) of Section 54953 of the Government Code, as applicable.

FACE MASKS ARE RECOMMENDED FOR MEMBERS OF THE PUBLIC WHILE IN CITY FACILITIES IF NOT FULLY VACCINATED. IF YOU DO NOT HAVE A FACE MASK, ONE WILL BE PROVIDED FOR YOU.

THE CITY COUNCIL HAS RESUMED IN-PERSON MEETINGS IN ADDITION TO ZOOM. A LIMITED NUMBER OF SEATS ARE AVAILABLE, TO RESERVE A SEAT PLEASE CONTACT THE CITY CLERK AT clerk@suisun.com OR (707) 421-7302.

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 833 0405 4880

CALL IN PHONE NUMBER: (707) 438-1720

REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING BY EMAILING CLERK@SUISUN.COM (PRIOR TO 6 PM), VIA WEBSITE, OR ZOOM CALL IN PHONE NUMBER (707) 438-1720

*(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

ROLL CALL

Committee Members

PUBLIC COMMENT

(Oral participation from the audience is limited to 3 minutes to each speaker).

REPORTS: (Informational items only.)

- 1 City Manager Update – (Folsom: gfolson@suisun.com).

GENERAL BUSINESS

- 2 Approval of Minutes of the General Transactions and Use Tax Oversight Committee Meeting held on April 18, 2022.
- 3 Acceptance of the Measure S Annual Financial Statements Audit Report for FY 2021-22 – (Deol: ldeol@suisun.com).
- 4 Update on Measure S Financial Status for FY 2021-22 and FY 2022-23 – (Deol: ldeol@suisun.com).
- 5 Discuss FY 2022-23 Mid-Year Budget Review – (Deol: ldeol@suisun.com).
- 6 Discussion of Future Agenda Items, Meeting Dates, and Similar Administrative Matters.

REPORTS: (Informational items only.)

ADJOURNMENT

Public Access To Agenda Documents

A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council, are available for public review at least 72 hours prior to a Council/Agency/Authority Meeting at Suisun City Hall 701 Civic Center Blvd., Suisun City. Agenda related writings or documents provided to a majority of the Council/Board/Commissioners less than 72 hours prior to a Council/Agency/Authority meeting related to an agenda item for the open session of this meeting will be made available for public inspection during normal business hours. An agenda packet is also located at the entrance to the Council Chambers during the meeting for public review. The city may charge photocopying charges for requested copies of such documents. To the extent feasible, the agenda packet is available for online public viewing on the City's website: www.suisun.com/government/city-council/city-council

The City Council/Agency/Authority hopes to conclude its public business by 10:00 p.m. No new items will be taken up after 10:00 p.m., unless so moved by a majority of the City Council, and any items remaining will be agendaized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.

Accommodations

If you require an accommodation to participate in this meeting, please contact the City Clerk at (707) 421-7302 or clerk@suisun.com. The City's reasonable accommodation policy is available for review on the City's website at www.suisun.com/government/city-council/, you may request an electronic copy or have a copy mailed to you. Please note that for accommodations that are not readily available, you must make your request as soon as you can prior to the time of the meeting.

Decorum

All participants are expected to conduct themselves with mutual respect. Conduct that disrupts meetings will be addressed in accordance with Section 54957.95 of the Government Code.

Ordinances

Ordinances are city laws contained in the Suisun City Municipal Code. Enacting a new city law or changing an existing one is a two -step process. Government Code 36934 provides, except when, after reading the title, further reading is waived by regular motion adopted by majority vote all ordinances shall be read in full either at the time of introduction or passage; provided, however, that a reading of the title or ordinance shall not be required if the title is included on the published agenda and a copy of the full ordinance is made available to the public online and in print at the meeting prior to the introduction or passage.

Certification Of Posting

Agendas are posted at least 72 hours in advance of regular meetings at Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including:

- Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA;
- Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA;
- Joe Nelson Center, 611 Village Drive, Suisun City, CA;
- Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda was posted and available for review, in compliance with the Brown Act.

CITY COUNCIL
Mayor
Alma Hernandez, Mayor Pro-Tem
Jane Day
Michael J. Hudson
Wanda Williams



MINUTES

REGULAR MEETING OF GENERAL TAX OVERSIGHT COMMITTEE

(MEASURE S)

MONDAY, APRIL 18, 2022

4:30 P.M. VIA ZOOM

SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

NOTICE

Pursuant to Government Code Section 54953, subdivision (b), and in accordance with the provisions of SB 361 (2021), the following General Tax and Oversight Committee includes participation via the application ZOOM.

THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH REQUIRES MASKING FOR ALL INDOOR PUBLIC SETTINGS. MEMBERS OF THE PUBLIC ARE REQUIRED TO WEAR FACE MASKS WHILE IN CITY FACILITIES, IF YOU DO NOT HAVE A FACEMASK, ONE WILL BE PROVIDED FOR YOU.

DUE TO CORONAVIRUS COVID-19, CITY HALL IS CLOSED TO THE PUBLIC IN THE EVENING. RESIDENTS MAY ATTEND THE MEETING VIA THE ZOOM APPLICATION.

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 876 4392 1953

CALL IN PHONE NUMBER: (707) 438-1720

REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE GENERAL TRANSACTIONS AND USE TAX OVERSIGHT COMMITTEE MEETING BY EMAILING CLERK@SUISUN.COM (PRIOR TO 12:00 NOON ON APRIL 19, 2022) OR VIA WEBSITE OR THE ZOOM PHONE APPLICATION.

*(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)*

ROLL CALL

Chairperson Forney called the meeting to order at 4:33 pm with the following Council Members:

PRESENT: Colden, Pierce, Pisching, Forney

ABSENT: Peters

CONFLICT OF INTEREST NOTIFICATION: NONE

(Any items on this agenda that might be a conflict of interest to any Councilmembers/Boardmembers should be identified at this time.)

PUBLIC COMMENT: NONE

(Oral participation from the audience is limited to 3 minutes to each speaker).

REPORTS: (Informational items only)

1. City Manager Update – (Folsom: gfolson@suisun.com).

Greg Folsom shared a sales tax update by major business groups that was requested at the last meeting.

- Top three producers are fuel, restaurants and Walmart. A new business that is becoming a top producer for the city is Stiizy the dispensary.
- Receipts for last quarter of last year are up 26%. Rising prices at gas pumps led to 45% increase for service stations.
- Per Capita Sales for Suisun are 469. From 2012-2021 Brick & Mortar had a growth of 18.1% and Online with a growth of 551.9%
- An 8-acre property of vacant land along highway 12 was sold to a retail developer who is going through planning on standalone businesses for nation retailers.
- We are working with major industrial developers with 2.1 million square feet of logistic space for East side of town and 1.2 million square feet for West side of town.

GENERAL BUSINESS

2. Approval of Minutes of the General Transactions and Use Tax Oversight Committee Meeting held on February 10, 2021, July 15, 2021, and January 20, 2022.

Motion by Chairperson Forney to approve Items 2, Pisching moves to accept minutes and seconded by Committee Member Colden. Motion passed by the following vote:

AYES: Colden, Pierce, Pisching, Forney

NOES: None

ABSENT: Peters

Finance Director Lakhwinder Deol pulled Items 3, 4 and 5 for discussion.

3. General Tax Oversight (Measure S) Committee Annual Update - (Deol: ldeol@suisun.com).
 - a. Accept the Annual Update of the General Tax Oversight Committee on Fiscal Year (FY) 2020-21 Measure S Activity: and
 - b. Accept the Measure S General Transaction and Use Tax Audit for the Year Ended June 30, 2021.
4. Update on Measure S Financial Status for FY 2021-22 – (Deol: ldeol@suisun.com)

Finance Director Lakhwinder Deol went over financial Analysis for Measure S sales and use of transaction tax. Beginning fund balance of \$3.5 million and a sales tax revenue of \$2.8 million. Interest earning was \$5,000. Sales tax revenue over our projection by 26% as mentioned earlier by Mr. Folsom. Projected revenue is \$2.8 million and we received \$3.1 million. A proposed budget of \$225,000 for Police Department operations cost. There are 4 officer positions, 4 dispatch positions and 1 community services officer position available. For the fire department there is 1 fire Marshall position available, 3 battalion chief positions, 3 fire captain positions and 1 computer technician position. All of these positions are covered by Measure S.

Comments:

Pisching: Is a code enforcement officer included?

Deol: Yes, included in the community service officer position.

Pisching: People in neighborhood are asking where Measure S money is going because houses are looking shabby, trash outside and vehicles parked for months at a time. What are we doing to enforce this?

Folsom: Historically, two CSO units who have anomaly been in charge with no code enforcement training acting in their own mind where primarily they're writing tickets, enforcing parking laws and towing vehicles if parked too long. They have no training in building code enforcement or development enforcement and will be going to council in May to have a reorganization discussion. There are three positions budgeted and would like to recategorize one of the CSO positions as code enforcement officer in the development services department. They will focus on building code violations and planning code violations. We're now looking at do we need to pay more? There's a recruitment out now but we need to take a harder look at the position.

5. Discuss FY 2022-23 Proposed Budget – (Deol: Ideol@suisun.com)

- Next year a proposed budget of \$340,000 for street repair, \$225,000 for public safety and \$50,000 for business management. Total capital project is \$615,000, total expenditures is \$3.6 million that will end fiscal year of 2023 with no ending balance.
- Significant changes for Measure S. Revenue has increased due to online shopping.
- City council has approved various IT projects. We need this position so it will be added to next years fiscal year budget.

Comments:

Folsom: You mentioned various tech upgrades, we're doing ERP that's been talked about for multiple years. Council approved an agenda software upgrade that's going to help bring efficiencies in bringing agendas together as well as a new website that will be implemented. We have a new building permit software, HR software, resource management software for public works and are replacing servers. That's why it's important to get this position.

The county has issued a new directive that all cities have to implement a new position called Emergency Medical Dispatcher. This will require someone who calls with a medical emergency to stay on call until medical personnel get there which will require 2 people on duty. These are new positions to comply with city and state directives.

Solano county is last county to get into EMS. This is pre-arrival instructions that come from dispatcher to person calling into 911. Dispatcher will walk you through what to do until first responders get there. Will help more positive outcomes for patients.

Chief Roth: Just to clarify when pre-arrival is given the dispatcher can't do anything but that per mandate. That means for us we need 2-3 people on duty. Essentially, the dispatcher becomes unavailable when taking that call at 5, 10, 15 minutes at a time.

Pisching: This is a mandate from state of California or county? If it is, do we get money for that dispatcher?

Chief Roth: Coming from EMS on the county side, mandate coming from county board. We're getting funding for training and software. County will be paying for that first year of training.

Folsom: We originally planned to contract with the county, but they are no longer able to do so due to staffing.

Pierce: On other side of mandate, isn't this meant to save money for dispatch/fire department so that they can triage rather than send them out?

Chief Roth: Incorrect, to triage a patient it needs to be done in person. With a call the medical/fire department is still required to arrive on scene to give that hands-on treatment. Not to save costs because it comes with a lot of liability.

Pierce: I think it could save money and be a resolve of it.

Chief Roth: From an aspect of cost to send an ambulance out doesn't necessarily cost us anything. To dispatch or not is more of a liability for us.

Renucci: To answer those questions; medical ambulance is for Solano County except Vacaville. All Suisun medical dispatchers will still need to contact Solano. What it will do is provide that pre-arrival assistance before medical services arrive. Delay in medical ambulances is extremely high and not going to change due to staffing issues. Can bring that person back faster than what we could do before.

Pisching: Is that going to be a permanent position?

Chief Roth: To do EMD we would need to bring on two dispatchers and they would have to be permanent unless we found another avenue to dispatch for medical or fire.

Pisching: So, you couldn't use the same dispatcher?

Chief Roth: The way our shifts work now we try to double cover all of our shifts but sometimes we fall short of that. We would be adding two overall dispatchers to ensure we have two dispatchers minimally. Sometimes we have up to three people. We would need this coverage to cover the hour lunch break because essentially we wouldn't be able to answer any calls if we had one dispatcher.

Pierce: Do you know the date this is supposed to be in effect?

Renucci: County is shooting for October 1st as of latest board meeting. We still have to get budget approved, recruitment and training.

Forney: I'm trying to correlate the Measure S date ending. Would you have that date?

Folsom: 2026

Forney: We're funding these positions but how are we going to sustain these positions?

Folsom: We will reach a point where we have to get it extended or significant cuts. We're working hard to build revenue sources from other areas. Cannabis is giving us significant money. We're trying to work with retailers and project developers. We have a number of projects including the housing project and CFD #2 (community facility district). All these new projects will help to add revenue to different sources.

- Deol mentioned there are 3 fire captain positions: 1 fire captain and 2 engineers. By adding these positions this will allow our fire department to participate in our ALS revenue that will generate new revenue.

Comments:

Renucci: In the process of hiring a fire captain and two engineers 24 hours a day, 7 days a week and 365 days a year. Our call volume is well over 1,000 into the year and on record to be 3,500 calls and that's outrageous for a single station. With that increase we get double or triple hits, simultaneous calls causing delays in our response time. We've had 62 double hits this year and 10 triple since January. It's an enormous amount of calls. By adding 3 fire captains we can add 2 fire engines on the road and two personnel. Standard is three but this is a step where we need to get two fire engines with two EMS on each engine to be able to get down and on scene faster and providing ALS services and get back on PPB funding. This will help with burnout and getting to our community faster.

Ruth: That's very good and understandable.

Deol opened up for any questions.

Pisching: Glad to see grants coming in for Capital Project. Have you used all your ARPA funds for next year?

Deol: We have not but are being discussed in budget workshop tomorrow.

Pisching: How much is being used?

Deol: \$3.5 million, close to \$4 million to be spent but in proposed budget we have allocated all those funds.

Folsom: We have until 2024 to use them.

6. Discussion of Future Agenda Items, Meeting Dates and Similar Administrative Matters –
(Folsom: gfolson@suisun.com).

Deol explained that per ordinance we are to have two meetings per year, the first being in April for fiscal year budget prep and December/January for mid-year update before it goes to city council for adoption. Concludes presentation and opens up for discussion.

Comments:

Colden: Might be good to see what you can offset with the ARPA funds that Measure S funds would have been spent on.

Deol: Measure S is general tax we can use for any general purpose and ARPA funds are restricted so we have to see what category it falls in.

Folsom: A couple examples, we hired a development services director using ARPA funds for a limited duration employment. In process of recruiting two additional cops for gun violence as well. There are a number of projects, positions and software that was purchased through ARPA that really benefits the city.

Deol: Motion to accept the auditor report. Colden makes a motion to accept the auditor report. Pisching seconds the motion.

AYES: Colden, Pierce, Pisching, Forney

NOES: None

ABSENT: Peters

Pisching: Motion to adjourn. Colden seconds the motion to adjourn.

AYES: Colden, Pierce, Pisching, Forney

NOES: None

ABSENT: Peters

Council entered into Closed Session at 5:45 pm.

REPORTS: (Informational items only).**ADJOURNMENT**

There were no announcements following Closed Session. There being no further business the meeting was adjourned at 5:45 pm.

Anita Skinner, City Clerk