



AGENDA
SPECIAL MEETING OF THE
GENERAL TAX OVERSIGHT COMMITTEE
(MEASURE S)
THURSDAY, MAY 18, 2023
2:00 PM IN PERSON

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

GENERAL TAX OVERSIGHT COMMITTEE (MEASURE S)
MEETINGS ARE HELD IN-PERSON
PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM

ZOOM MEETING INFORMATION:

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

MEETING ID: 871 1941 8117

CALL IN PHONE NUMBER: (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE GENERAL TAX OVERSIGHT COMMITTEE MEETING
BY EMAILING CLERK@SUISUN.COM (PRIOR TO 4 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 February 10, 2023.
- 3 Review and acceptance of the FY 2023-24 Proposed Budget – (Deol: Ideol@suisun.com).
- 4 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 agendized 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, 24 hours in advance for special 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; 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.

MEASURE S OVERSIGHT
COMMITTEE



MEASURE S OVERSIGHT
COMMITTEE MEETING

MINUTES
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

Chairperson Forney called the meeting to order at 1:02 pm with the following Committee Members present:

PRESENT: Colden, Peters, Pierce, Pisching, Forney

ABSENT: NONE

PUBLIC COMMENT

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

Fire Chief Lopez introduced himself to the Committee.

Mayor Hernandez introduced herself to the Committee and extended her gratitude for the Committee Members' participation.

REPORTS: (Informational items only.)

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

City Manager Folsom presented a presentation on an update with Suisun City regarding the newly elected City Council, important upcoming council items, significant occurrences that happened in Suisun City and important financial information.

Committee Member Pisching asked a clarifying question on the PPP funding.

City Manager Folsom and Chief Lopez answered.

GENERAL BUSINESS

- 2 Approval of Minutes of the General Transactions and Use Tax Oversight Committee Meeting held on April 18, 2022.

Committee Member Pisching motioned for approval of minutes and seconded by Committee Member Colden. Motion passed by the following vote:

AYES: Pisching, Colden, Peters, Pierce, Forney

ABSENT: NONE

- 3 General Tax Oversight (Measure S) Committee Annual Update: – (Deol: ideol@suisun.com).
 - a. Accept the Annual Update of the General Tax Oversight Committee on Fiscal Year (FY) 2021- 22 Measure S Activity; and
 - b. Accept the Measure S General Transaction and Use Tax Audit for the Year Ended June 30, 2022.
- 4 Update on Measure S Financial Status for FY 2021-22 and FY 2022-23 – (Deol: ideol@suisun.com).
- 5 Discuss FY 2022-23 Mid-Year Budget Review – (Deol: ideol@suisun.com).

Finance Director Deol presented a presentation on the Measure S Sales and Use Transaction/Use Tax for the Fiscal Year 2022 and 2023 as well as mid-year adjustments.

- Positions that are currently covered by ARPA but will be moving to Measure S funds at mid-year: Fire Marshal, Fire Division Chief, Fire Captain, and Fire Engineer.
- Fiscal Year 2021-22 expenditures were budgeted at \$3.9 million, and all funds were spent to meet those expenditures.
- Fiscal Year 2023 had an adopted budget with total resources of \$3.7 million with \$1.2 million received in Sales Tax.
- Total expenditure with personnel is \$2.7 million.
- The funds not spent last year are being carried over with adjustments to the revenue. There is expected to be an increase in sales tax projected revenue.
- One-time expenditures have an ending balance of \$682,843 that will be carried over to cover the costs of the beautification project.
- Project costs with the Fire Department will be carried over to the next fiscal year.

Committee Member Colden asked a clarifying question regarding the Fire Department positions being carried over to Measure S funds.

Finance Director Deol answered the clarifying question.

Committee Member Pisching asked clarifying questions regarding staffing with Police and Fire and the effect of the sunset of Measure S funds.

City Manager Folsom answered.

Chairperson Forney expressed the importance of continuing Measure S funds.

6 Discussion of Future Agenda Items, Meeting Dates, and Similar Administrative Matters.

Finance Director Deol stated there will be a meeting in either April or May for the Fiscal Year Budget Prep to bring the proposed budget for FY 2024 to the Committee before it goes to the City Council.

Committee Member Pisching asked clarifying questions on the gas tax revenue, the Community Services Officer position, reporting issues through MyCivic, and the enforcement that will be made on reported issues.

Committee Member Colden asked a clarifying question regarding Code Enforcement.

Finance Director Deol and City Manager Folsom answered clarifying questions.

Committee Member Pisching motioned to accept the auditor report for the fiscal year 2021-22 and Committee Member Colden seconded. Motion passed by the following vote:

AYES: Pisching, Colden, Peters, Pierce, Forney

ABSENT: NONE

Chairperson Forney suggested having a discussion on the appointment of Chairperson on the next agenda if preferred by Committee Members.

Committee Member Colden suggested having information on what the process would be to place Measure S on the ballot for the future.

Committee Member Colden motioned to adjourn the meeting and Committee Member Pisching seconded. Motion passed by the following vote:

AYES: Colden, Pisching, Peters, Pierce, Forney

ABSENT: NONE

REPORTS: (Informational items only.)

ADJOURNMENT


There being no further business the meeting was adjourned at 2:05 pm.

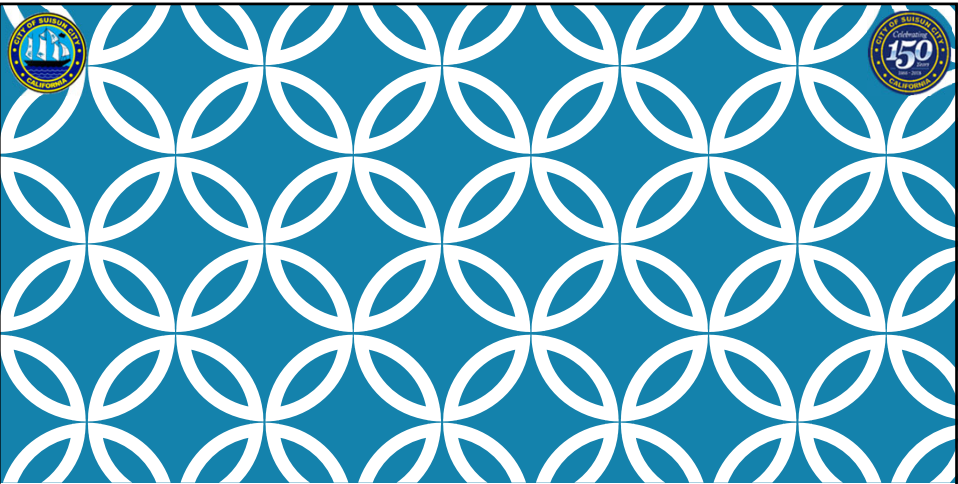
Bianca Vasquez, Administrative Assistant

Measure S Sales & Use Transaction/Use Tax

Financial Analysis

| | FY 2022-23 Amended Budget | FY 2022-23 Actual As of 04/30/23 | FY 2023-24 Proposed Budget | Difference FY 2023 Vs FY 2024 |
|----------------------------------|------------------------------|--|-------------------------------|----------------------------------|
| Resources | | | | |
| Beginning Fund Balance | 682,843 | - | - | (682,843) |
| Sales Tax Revenue | 3,773,433 | 2,395,034 | 3,705,756 | (67,677) |
| Interest Earnings | 5,000 | 8,784 | 5,000 | - |
| Total Resources | 4,461,276 | 2,403,818 | 3,710,756 | (750,520) |
| Expenditures | | | | |
| Ongoing Expenditures | | | | |
| Police Department | 255,648 | 200,000 | | (255,648) |
| Police Officer position (4) | 596,685 | 450,000 | 596,685 | - |
| Dispatch position (3) | 327,443 | 250,000 | 327,443 | - |
| Code Enforcement position (1) | 116,249 | 80,000 | 116,249 | - |
| Fire Department | 255,648 | 200,000 | - | (255,648) |
| Fire Marshal position (1) | 195,291 | 150,000 | 195,291 | - |
| Fire Division Chief position (1) | 245,860 | 122,930 | 245,860 | - |
| Fire Captain positions (3) | 495,480 | 425,000 | 495,480 | - |
| Fire Engineer positions (3) | 433,400 | 388,751 | 433,400 | - |
| Computer Technician position (1) | 125,573 | 41,524 | 125,573 | - |
| Sub-total | 3,047,276 | 2,308,205 | 2,535,981 | (511,295) |
| One-time Expenditures | | | | |
| Police Patrol Vehicle | | | | |
| 2610 Fire Type - 5 Vehicle | 123,000 | 25,613 | - | (123,000) |
| 2610 Fire Light Rescue Vehicle | - | - | - | - |
| Sub-total | 123,000 | 25,613 | - | (123,000) |
| Capital Projects | | | | |
| 2610 Fire Bathroom Remodel | 165,000 | - | - | (165,000) |
| 9906 Street Repair Program | 616,000 | - | 616,000 | - |
| 9906 Sidewalk/ADA Repair | | | 10,000 | 10,000 |
| 9992 Public Safety Com. Sys. | 225,000 | - | 225,000 | - |
| 7503 Sun Ridge Lease - Police | | | | - |
| 9924 Storm Drain Repairs | - | - | - | - |
| 9991 Business Mgmt-Phase 1 | 70,000 | 70,000 | 70,000 | - |
| 9900 SR12 Clean CA Grant | 215,000 | - | 215,000 | - |
| | | | | - |
| Contingency | - | - | - | - |
| Sub-total | 1,291,000 | 70,000 | 1,136,000 | (155,000) |
| Total Expenditures | 4,461,276 | 2,403,818 | 3,671,981 | (789,295) |
| Ending Balance | 0 | - | 38,775 | 38,775 |








May 18, 2023


**MEASURE S COMMITTEE
MEETING**

1







FY23 MEASURE S
FINANCIAL STATUS



2023-2024
PROPOSED BUDGET





NEXT MEETING
DATES/FUTURE
AGENDA ITEMS



QUESTIONS/
COMMENTS

AGENDA

2






Measure S Sales & Use Transaction/Use Tax
Financial Analysis

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| Sub-total | 3,047,276 | 2,308,205 | 2,535,981 | (511,295) |

FINANCIAL ANALYSIS

3

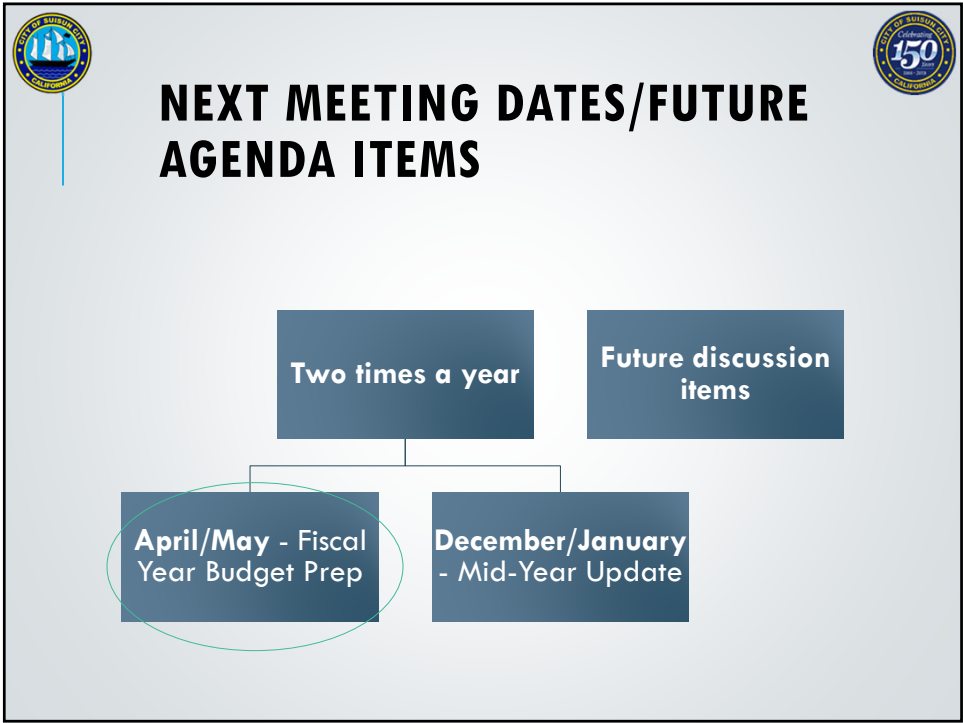



Measure S Sales & Use Transaction/Use Tax
Financial Analysis

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| Police Patrol Vehicle | - | - | - | - |
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| 9906 Sidewalk/ADA Repair | - | - | 10,000 | 10,000 |
| 9992 Public Safety Com. Sys. | 225,000 | - | 225,000 | - |
| 7503 Sun Ridge Lease - Police | - | - | - | - |
| 9924 Storm Drain Repairs | - | - | - | - |
| 9991 Business Mgmt-Phase 1 | 70,000 | 70,000 | 70,000 | - |
| 9900 SR12 Clean CA Grant | 215,000 | - | 215,000 | - |
| Contingency | - | - | - | - |
| Sub-total | 1,291,000 | 70,000 | 1,136,000 | (155,000) |
| Total Expenditures | 4,461,276 | 2,403,818 | 3,671,981 | (789,295) |
| Ending Balance | 0 | - | 38,775 | 38,775 |

FINANCIAL ANALYSIS

4



5

The slide is titled "QUESTIONS/COMMENTS:". Below the title, the text "Thank you!" is displayed in a large, blue, stylized font. The slide includes the University of Southern California logo in the top left and a "150th Anniversary" seal in the top right.

6