

## CALL TO ORDER / ROLL CALL

Chair Hollis Erb called the meeting to order at 6:03 pm.

|                                     |  |
|-------------------------------------|--|
| Committee Members Present:          | Chair Hollis Erb, Vice-Chair Valerie Irwin, Bret Bartholomew, Helena Madera-Silmi<br>Harminder Singh Khangura, Allan Veto III  |
| Committee Members Absent:           | Judy Covington   |
| City Staff Members Present:         | Matt Paulin, Finance Director<br>Jason Behrmann, City Manager<br>Kara Reddig, Deputy City Manager<br>Paul Solomon, Assistant Chief of Police<br>Jeff Werner, Public Works Director<br>Sarah Bontrager, Housing & Public Service Program Manager<br>Jason Lindgren, City Clerk<br>Dareen Wilson, Development Services Manager<br>Nathan Bagwill, Budget Manager<br>Jenn Jacobs, Finance Admin Assistant |
| Cosumnes CSD Staff Members Present: | Felipe Rodriguez, Fire Chief<br>Phil Lewis, General Manager<br>Paul Mewton, Chief of Planning, Design and Construction<br>Traci Farris, Parks and Rec Administrator<br>Amanda Chehrezad, Administrator of General Services<br>Nou Vang, Finance Director   |

## APPROVAL OF AGENDA

**MOTION: M/S Bartholomew/Irwin** – to approve the May 8, 2023, Regular Meeting Agenda, with one amendment to add “Member Comments” to the end of the agenda, before adjournment.  
***The motion passed by the following vote: Ayes: 6 (Erb, Irwin, Bartholomew, Madera-Silmi, Khangura, Veto); Noes: 0; Absent: 1 (Covington).***

## PUBLIC COMMENT

No Public Comment

## NEW BUSINESS

**ITEM 4.A – FISCAL YEAR 2023-24 EXPENDITURE PLAN UPDATE:** Matt Paulin, Finance Director presented the original expenditure plan originally discussed at the May 2023 meeting,

touching on the initiatives and focus areas that Elk Grove residents said were high priorities.

## **ITEM 4.B - FISCAL YEAR 2023-24 REVENUE AND EXPENDITURE UPDATE**

### **Crime Reduction/Rapid Response**

#### **Assistant Chief of Police, Paul Solomon reported on the following:**

- Additional positions in Police Department – 2 Patrol Officers, 3 Dispatchers, 3 Problem-Oriented Police (POP), 1 Motor Officer, 1 Parking/Towing Enforcement CSO, 2 Mental Health Clinicians, 1 Special Operations Lieutenant, 1 Recruitment Officer, 1 Training Officer.
- Enhanced Intelligence – Drone First Responder Technology, Real Time Information Center, 10 additional flock cameras.
  - Staff was asked to be careful about the wording “filling” of positions, so it seems that Measure E money was used to fill positions that were available before Measure E. City Manager Jason Behrmann confirmed that any positions that we “fill” via Measure E are new positions.
  - The staff was asked if the money being allocated for these new positions also includes their space/office/desk area. Chief Solomon responded that most are using existing office space. Jason Behrmann and Matt Paulin explained the upgrades to the Iron Rock facility were done before Measure E was adopted. The 8400 and 8401 buildings are now going through a remodel that will house positions funded by Measure E in the future.

#### **Fire Chief, Felipe Rodriguez reported on the following:**

- Additional positions at CSD: 15 FTE Safety Personnel, firefighters, and paramedics are currently in the academy. 1 FTE non-safety Fleet Mechanic has been hired. One Battalion Chief will be added. Two Squads will be added.
  - The previous plan was for 18 safety personnel. Was lowered to 15 due to fund limits and sustainability.
- Equipment and Vehicles: equipment for tractor-drawn aerial apparatus, staff vehicles for emergency response.
- Technology: Software for Traffic Alerting improvements, implementing incident management software
  - 33 to 34 intersections on Elk Grove Blvd and Laguna are part of a 1-year trial. Data will be collected on the impact of fire response and other non-emergency response times.
  - I-pads are provided for on-scene work.
- Asphalt, parking, and gate improvements, interior improvements, fitness room expansion, security enhancements.
- CPR and enhanced cardiac life support training, Fire Explorer program, Station alerting improvements to upgrade 911 systems.
  - The staff was asked if there are plans for another Battalion Chief in Galt. At this time there is not, as the focus is on the area with the largest demand, which is Elk Grove.
  - Staff was asked how many recruits are normally going through the academy. The number ranges from 9 to 24.
  - Staff was asked if the increased allocations have been budgeted into what was being presented. The answer is no, both the City and CSD will have to re-budget to include the increase in funds going forward.

## **Homelessness**

### **Housing & Public Service Program Manager, Sarah Bontrager reported on the following:**

- Additional positions: 2<sup>nd</sup> Homeless Navigator
  - Hired an Elk Grove resident, with a background in severe mental health issues.
- Mental Health access Improvements
  - Working with the county and nonprofits to improve access to mental health resources.
  - Partnering with Turning Point so that our unhoused can use their services.
- 24-hour Winter Shelter for 30 individuals.
  - 47 individuals have been served, 100% are from Elk Grove. 77% were sleeping outdoors and 17% in their vehicles. 3 individuals are now in permanent housing, 3 more are pending affordable housing. Reduction in encampments is 88% since shelter started.
  - The staff was asked to consider providing computers or laptops to those in the shelter for them to work on resumes and such.
  - Staff was asked if we still provide the overnight warming shelters (OWL). We do not, the winter sanctuary has replaced that.
  - Staff asked if there are plans to have cooling centers, but we don't have any info on the upcoming summer yet.
  - There will be an increased cost in the future due to having to rent space going forward.
- Transitional housing support and homelessness prevention
  - Waking the Village currently has a city grant. They serve ages 18-26.
  - City is seeking a new non-profit provider to serve the Grace and Meadow Transitional houses.
  - Seeking case management and payee services for those moving into housing.
  - Case Management is for those who have already been housed, not necessarily those who are still homeless.
  - Food Bank provides emergency utility help in Elk Grove.
  - Elk Grove HART helps with some rent, and we are seeking other non-profits to help.
  - Encampment Cleanup Incentive
    - Gift cards are provided for those who clean bag trash in encampments.

## **Road and Park Maintenance**

### **Public Works Director, Jeff Werner, reported the following:**

- Pavement Maintenance Needs
  - Allocated rehabilitation of our artillery roads, service roads, and residential streets.
    - Laguna Blvd from 99 to Bruceville Road, estimated at \$3.2M. Year one will be the design of the project, base repairs and concrete work to meet ADA standards. Year 2 would be major paving work.
    - Pavement Management position – construction management, report writing, inspection, material testing, oversight, pavement condition index inspections.
  - Staff was asked if the two-year timeline could be sped up since we have extra funds, however, its broken up over 2 years because of the type of work associated with the base repair versus the overlay as well as resource loading.
- Traffic
  - Citywide traffic signal enhancement and congestion relief project. The project

cost has increased due to inflation and scope additions. The City will allocate the entire 900K to this project. It will go out to bid this summer.

- Will provide fiber optic cables in the ground, enhancing traffic signal communications.
- A variety of safety components, including increasing the size of the signal heads, adding yellow reflecting borders, etc.
- Innovative pilot for adaptive traffic signal corridor which will adjust traffic signal timing in real time based on traffic demand.

**Parks and Recreation Administrator, Traci Farris, reported on the following:**

- Irrigation Infrastructure upgrades
  - New Irrigation Management
    - 5-year contract with Central Control Services for the internet control center. 3 of 11 controllers are installed and the remaining will be installed as they are received.
  - Irrigation repairs are being done on command.
- Enhancing sidewalks and trail services
  - Contract with All American Construction and inspector is identifying locations that need sidewalk repair.
- Revitalization of Aging Parks Infrastructure
  - 9 parks received slide and play equipment repairs.
  - Playground resurfacing at several parks between 4/1-6/15.
  - Shade sail on order for Karamanos Park (looks like a butterfly).
  - Replacing a basketball hoop in the spring at Costello Park.
  - Replacing a damaged Drinking fountain at Lombardi Park.
  - Wackford Slide replacement scheduled for September.
- Equitable Park Maintenance
  - Restored watering and increased mowing frequency in all zones.
  - One-time clean-up of parks in zone 3: Gage, Karamonos, Lombardi, Hrepich.
  - Revitalization for Beeman Park is in the works.
  - Staff was asked how the parks get prioritized. Safety is the main factor, but there will also be a rotation year after year throughout the parks.

**Economic Development**

**City Manager, Jason Behrmann, reported on the following:**

- Business Support
  - Historic Downtown District PBID – focus shifted to forming a Merchant Association.
  - Event attraction program – conference and event grant program adopted by City Council. Helped attract 2 events and spent approx. \$10K.
  - Start-up Main Street program – marketing campaign to entice people to come and shop and dine in Old Town.
- Placemaking
  - Facade Improvement incentive program (FIX'D) approved by Council; currently taking applications to beautify the exterior of spaces to make them more attractive.
  - Brewery, Winery, and Restaurant incentive program – currently taking applications to expand operations or to come into town and help with funding.
  - Project Elevate – mixed-use project by Big Horn and Elk Grove Blvd. Dining, shopping, homes, etc. all in one area. Working towards finding another

- developer.
- Innovation Economy
  - Elk Grove Tech Hub – space where innovators can come together and share space with collaboration.
  - Staff was asked when we expect people to move into Tech Hub. Hopeful it is later this year.
- Infrastructure
  - Grant Line business park infrastructure – signage will be complete by the end of fiscal year.
  - Staff was asked if there is any immediate or expected plan for the acreage next to Kubota? A lot of preliminary discussions are confidential, but there has been a lot of interest in that site.

### **Youth Gang/Crime Prevention**

#### **Assistant Chief of Police, Paul Solomon, reported on the following:**

- Enhance programs to combat youth crime.
  - Path to Positivity event – Youth Commission – speakers and resources on mental health and redirection in a positive way.
  - Youth Soccer Camp – June 2024, partner between CSD and EGPD. Focused on teaching fundamentals, good sportsmanship. Expect to serve 200 kids ages 7-14.
- Continuation of programs to enhance positive relationships with law enforcement.
  - Youth Services Team Officer position has been developed.
    - Oversees the Explorer program, has had over 20 meetings since the fall.
    - Coordination of Youth Explorers at 25 community events.
    - Provided 9 school presentations.
    - Participated in 5 school events.

#### **Parks and Recreation Administrator, Traci Farris, reported on the following:**

- Currently creating Full-Time Youth Advocate Position – anticipate filling by mid-April.
- Youth and Teen Programs and Events
  - Rec Force One, mobile recreation unit. Will dispatch to various park locations and special events. Fully outfitting with a variety of free recreation activities.
  - Free teen events with City Youth Commission and EGPD
    - Already had Summer Bash, Frightmare, and Winter Wonderland. 207 participants.
    - 6 more planned for the year (February, April, June, August, October, December).
    - Teen movie in the park scheduled in September at 2 local parks.
- Teen Trips and Outings
  - Recreation and education – Campus tours. Going to Sac State on March 12<sup>th</sup>.
- Scholarship Programs
  - Continue to identify program and work on the process. Will be offered two to three times per year.
  - Staff was asked if we are partnering with the Teen Center. The CSD does partner with the Teen Center regarding programming and facilities managed by the district.
  - Staff was asked if we have a lot of homeless teens in EG. We have some, but most of the homeless kids are younger. EGUSD has a different definition of homelessness. While the City says homelessness is literally sleeping outdoors, the

school district's definition is a little more flexible (couch surfing, staying with family). Could be an opportunity to work with the EGUSD homeless liaison.

### **Clean and Safe Public Areas**

#### **Kara Reddig, Deputy City Manager, reported on the following:**

- Anti-litter marketing campaign and pilot program (CSD, City and Local anti-trash group)
  - Digital and social marketing campaign will show up in the spring.
  - Three sites for the new pilot trash/recycling receptacles. Will measure whether it is cleaner after the cans are put in those areas.

#### **Public Works Director, Jeff Werner, reported the following:**

- In support of the anti-litter campaign, Public Works will install three Measure E branded along three sites in the city.
- Encampment Cleanups. We may see an increase when the winter sanctuary is done.

#### **Development Services Director, Darren Wilson, reported the following:**

- Graffiti Abatement
  - Contracted with a company that will remove graffiti on private property visible to the public. Code Enforcement will manage those efforts.

#### **Parks and Recreation Administrator, Traci Farris, reported on the following:**

- Safe Parks
  - Currently updating the job description for an additional Park Ranger
- Urban Forest Management
  - Addition of Urban Forestry Manager
    - Maintain close to 50,000 trees
    - Focused on growing urban canopy as much as possible
    - Fully outfitted with computer, phone, truck, and tools.
  - Tree Protection
    - Working on identifying trees that can be preserved and protected
    - 1500 trees in Elk Grove Park. Focused on preserving the older Oaks
    - There will be Measure E signage by trees that are saved.

### **Year to Date Revenues and Expenditures**

#### **Finance Manager, Matt Paulin, reported on the following:**

- Tax consultants estimated annual revenues to be \$22.5M
- City has received approximately \$12.7M, putting revenues on track to exceed original estimate.
- State remits sales and transaction tax to the City 2 months after collections, thus current year to date total is less than half of the anticipated total.
- At mid-year budget meeting, staff will recommend increasing the current year revenue to \$28M.

### **New Proposed Expenditures**

#### **Assistant Chief of Police, Paul Solomon, reported on the following:**

- The demands of the Special Operations Bureau have significantly increased over the last several months. An additional position is needed for efficient operations in the

Special Operations Bureau. New FY 2023-24 (partial year) costs of \$88,688 and full-year/ongoing costs of \$140,063

- Will monitor and deploy camera trailer assets for the RTIC.
- Install tripod cameras on businesses experiencing retail theft.
- Manage the drone fleet.
- Place electronic bait throughout the city.
- Will be trained in Cellebrite, for forensic cell phone examinations.
- Narcotics Detection Canine – dedicated to narcotics and fentanyl. Cost: \$37,000
- The committee unanimously agreed that these fall within the parameters of Measure E.

## COMMITTEE MEMBERS COMMENTS

- Staff was asked to take the large overall amounts of money specified for each expenditure and break them down further to show what amounts are going to what project within each topic.
- Chair Erb made note of frustrations that it feels like there should be a lot of money still sitting under the allocations. Jason Behrmann confirmed that there is still a lot of work to be done and still a lot of funds that have not been spent. They expect that some funds will roll into next year.
- Committee recommends that we continue to show successes in newsletters and such. They are also very pleased to see signage and notice in publications that a project is funded by Measure E.
- Staff was asked if we anticipate using the unused funds in this fiscal year. We will use some of them, but not all of them. Those left over will not roll over, but we will keep track of what dollar amount each program has and they can ask for those additional amounts in the next fiscal year.
- Staff was asked if the unused money in any one program area earns interest while sitting in the General Fund waiting to be used, will the interest be identifiable as Measure E money that will then go to the same program?
  - Matt Paulin states that Measure E as a subsidiary fund is part of the General Fund. We have others, the Economic Development Reserve and Capital Reserve. Those are also part of the General Fund. The interest is allocated to the General Fund. However, it is feasible that the interest is kept in the 109 General Fund.
  - Kara Reddig pointed out that the request of where the interest money is kept may be outside of the scope of the Citizen's Committee. The Committee Ordinance states that "the committee shall have no authority to direct staff or to recommend any particular revenue and expenditure of the Transactions and Use Tax." While we appreciate the request, we should talk to the City Attorney regarding what the committee may or may not do.
  - Amanda Chehrezad, Administrator of General Services of CSD, states that the CSD DOES hold the Measure E funds in a completely different fund, as well as the interest that it incurs. The interest is designated to the individual project and programs.
  - Allan Veto asked if the committee members may go to a Council meeting and make a statement regarding how the interest is handled.
    - Jason Behrmann says that as Elk Grove residents, anyone can make a public comment at the council meeting.
  - Jason Behrmann states that the Measure E money comes into the General Fund by law as it is a general tax. Measure E is not a special tax and was not designated for any specific purpose. It is all General Fund money. The City does

not have to account for this separately in any way. The City and the CSD have a tax-sharing agreement, and when the money is received by the CSD from the City, they deposit it into a separate fund and account for the interest separately. The City has to treat the money as General Fund (since it is a general tax), while the CSD can treat it as a special revenue since it is a payment from the City.

- Staff was asked for the final report for the 2023-2024 fiscal year to include all the VIN numbers for all the vehicles that have been purchased with Measure E money and the positions to which they have been assigned. Making sure that the mileage that goes onto those vehicles should be monitored to be sure it is miles used for the program.
  - Matt Paulin states we will work with the fleet department, using the replacement plan. We may not offer VIN numbers on the report, but we will give details of what vehicles were bought, make, model, etc.

## COMMITTEE MEMBERS MATTERS

- The next meeting will be held on Monday, May 6, 2024.

### ADJOURNMENT

There being no additional business to conduct, the meeting was adjourned at 9:05 p.m.



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Prepared by Finance Admin Assistant, Jenn Jacobs

APPROVED: By Matt Paulin February 26, 2024