

I. Roll Call

The meeting was called to order at 5:38 by Mr. Stratton.

Present: Darryl Nind, Greg Stratton, Lee Kennedy

Absent: Richard Rogero, Dean Kunicki

Staff: Eric Levitt, City Manager; Jody Kershberg, Administrative Services Director; Linda Swan, Deputy City Manager

The Committee noted that there was no public in attendance and therefore no public statements to consider.

II. Review and Approval of Minutes

The Committee reviewed and approved the following prior meeting minutes.

Mr. Kennedy made a motion to approve the minutes from the December 12, 2017 meeting as Mr. Lister and Mr. Otto, who were granted additional time to review the minutes at the January 4, 2018 meeting, were not present to provide comments to the Committee. Mr. Nind seconded the motion. The motion passed 3-0.

Mr. Nind made a motion to approve the minutes from the January 4, 2017 meeting. Mr. Kennedy seconded the motion. The motion passed 3-0.

III. Discussion/Presentation from Police Department on Specific Areas of Expenditures

Mr. Kennedy distributed a report analyzing Police Department overtime hours by fiscal year, which called out specific employees with high overtime earnings. Chief David Livingstone explained that all personnel in Mr. Kennedy's report were related to vacant patrol services and thereafter explained the difference between discretionary and non-discretionary overtime. He subsequently spoke about current measures in place to scrutinize overtime, which currently involves pre and post-approval. As the Department continues to struggle with recruitment issues, overtime is necessary to cover vacant patrol. Chief Livingstone discussed that he is looking at all resources within the department, including the possibility of regionalizing some areas of police services, possible reassignments, consideration of different type of work schedules, and utilizing existing Commanders to help manage operations and pick up additional duties to assist with vacancies.

The Chief explained his focus on being fiscally conservative and efficient while

being aware of morale issues. He has tasked command staff with analyzing efficiencies and exploring more effective marketing for new recruits.

Mr. Nind asked how much the General Fund spends on police department equipment from the City's General Fund. Chief Livingstone informed the Committee that much of the equipment is purchased via the Forfeited Assets Fund.

Mr. Kennedy informed the Committee that he would further clarify what was included in the calculations for each column of the report at the next meeting as there was some confusion among Committee members.

IV. Proposition 218 Process

Mr. Levitt provided the Committee with a summary of the procedure for increasing fees in any zone of Landscape Maintenance District No. 1. He explained the following:

- If no "majority protest" exists, the assessment may be imposed, and a majority protest would exist under Proposition 218 if ballots submitted in opposition exceed those ballots submitted that favor the assessment. (In order to impose the assessment, the "pro" votes must win a majority of votes actually cast.)
- Votes are then weighted according to the amount of each proposed assessment. Tallying all "yes" and "no" votes, the winning result is whichever category ("yes" or "no") has more dollar votes.
- This is a different process than the 218 parameters that applied to City water increases.

V. PET Tables

Mr. Levitt asked the Committee to review the PET Tables distributed and discussed at earlier meetings and to advise staff of any areas that the Committee would like to explore at upcoming meetings.

VI. Calendar for February and March Meetings

The Committee agreed to the following tentative dates:

February 6, 2018 at 5:00 p.m. – Location to be determined
February 27, 2018 at 5:00 p.m. – Location to be determined
March 13, 2018 at 5:00 p.m. - Location to be determined

VII. Adjourn

Mr. Kennedy motioned to adjourn the meeting. Mr. Nind seconded the motion.

The Committee adjourned the meeting at 6:52 p.m.