



RESIDENT OVERSIGHT COMMISSION

REGULAR MEETING

Agenda

City of Barstow Council Chambers
220 East Mountain View Street, Barstow, CA 92311

September 30, 2020
5:00 p.m.

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - a. Regular Meeting – June 24, 2020
5. Ongoing Business
 - a. None
6. New Business
 - a. Financial Report – Fiscal Year 2019-2020 – 4th Quarter
 - b. Parks and Recreation Update
7. Commissioner Comments
8. Staff Comments
9. Public Comments
10. Suggest Items for the Next Agenda
11. Next Meeting Date
12. Adjourn

The Resident Oversight Commission meeting will be conducted via teleconference consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic. For those wishing to participate in the Resident Oversight Commission meeting, a conference call has been set up for participation.

Dial-in number (US): (605) 313-5111
Access code: 486074#

If you have any questions regarding the Resident Oversight Commission Meeting, please contact (760) 255-5122.



Resident Oversight Commission
09/30/20 05:00 PM
City Manager
Nikki Salas
ITEM NO. 4 a.

AGENDA ITEM

AGENDA MATTER:

RESIDENT OVERSIGHT COMMISSION MINUTES OF REGULAR MEETING HELD JUNE 24, 2020

EXECUTIVE SUMMARY:

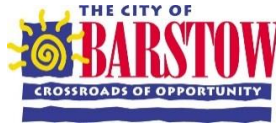
DISCUSSION:

FISCAL IMPACT:

None.

RECOMMENDED ACTION:

Approve the minutes as presented.



RESIDENT OVERSIGHT COMMISSION

Minutes

City of Barstow Council Chambers
220 East Mountain View Street, Barstow, CA 92311
(Public comments conducted via teleconference due to the COVID1-19 crisis)

June 24, 2020
5:00 p.m.

1. Call to Order

Chairman Leonard Williams called the meeting of the Resident Oversight Commission (ROC) to order at 5:00 p.m.

2. Roll Call

Attendee Name	Title	Status	Arrived
Leonard Williams	Chairman	Present	
Kimberly Johnson	Commissioner	Present	
Barbara Rose	Commissioner	Absent	
John Williams	Commissioner	Present	
Vacant	Commissioner	Vacant	

3. Approval of Agenda

RESULT: APPROVED [3-0-2-0]
MOVER: John Williams, Commissioner
SECONDER: Kimberly Johnson, Commissioner
AYES: J. Williams, L. Williams, Johnson
ABSENT/VACANT: Rose/One

- 4. Approval of Minutes
 - a. Regular Meeting – May 19, 2020

RESULT: APPROVED [3-0-2-0]
MOVER: John Williams, Commissioner
SECONDER: Leonard Williams, Chairman
AYES: J. Williams, L. Williams, Johnson
ABSENT/VACANT: Rose/One

5. Ongoing Business

- a. None

6. New Business

- a. Financial Report – Fiscal Year 2019-2020 – 3rd Quarter

Commissioner J. Williams asked for clarification on the \$400,000 Cost Allocation item which is budgeted at \$500,000 for Fiscal Year 2020-2021. Assistant City Manager Cindy Prothro explained the cost allocation plan for Measure Q and the services from the General Fund that are performed to support Measure Q.

Commissioner J. Williams suggested that the Cost Allocation item be explained more clearly to the public in a format that they can understand. City Manager Nikki Salas discussed an analogy similar to how a franchisee (i.e. McDonalds) pays a franchise fee to a corporate office for ancillary services associated with running a business such as human resources, accounts payable, marketing, suppliers, etc.

Commissioner J. Williams commended the City Manager, Assistant City Manager and Police Chief for deferring any salary and benefit increases for the next two fiscal years.

City Manager Salas discussed public safety personnel and equipment changes in the 3rd quarter including five new police officer trainees and eight new police vehicles.

Chairman L. Williams asked about the status of the inmate transportation company. City Manager Salas stated that the program is approved, but unfunded due to COVID-19 related budget cuts. She also discussed other Measure Q public safety items that were approved by the City Council, but spending has been deferred until the COVID-19 crisis is over and revenues stabilize again.

Commissioner J. Williams asked for crime statistics. City Manager Salas stated that staff can provide statistics.

Commissioner Johnson asked how the public is informed of Measure Q purchases. City Manager Salas stated that every accounts payable item including Measure Q related items are approved by the City Council and are available to the public for review. Commissioner J. Williams asked that the remaining funds available in Measure Q be included in the financial reports.

City Manager Salas stated that the Executive Assistant position will remain unfunded until it can be supported by the General Fund. She also stated that Executive Assistant Christina Rudsell will move into the City Clerk Services Manager position effective July 1, 2020 and will still continue to support the ROC.

RESULT: APPROVED [3-0-2-0]
MOVER: John Williams, Commissioner
SECONDER: Kimberly Johnson, Commissioner
AYES: J. Williams, L. Williams, Johnson
ABSENT/VACANT: Rose/One

7. Commissioner Comments

Commissioner J. Williams expressed concern about other Commissioners speaking negatively about the ROC which can have significant consequences. He requested more information on the policy for removing Commissioners that slander the ROC. He also apologized to Chairman L. Williams for any past issues. He also expressed concern about the public stating that Barstow Youth Football receives more Measure Q funding because of him being on the ROC. He stated that the cost for providing new helmets to all participants is high for the first year and it is not fair for the league to decide which participants get a new helmet and who does not. He also commended Parks and Recreation Superintendent Kyle Wooley for organizing the sports user group meeting, Chairman L. Williams for taking the time to update the community on Measure Q and stated that he is proud to be a part of the ROC.

Commissioner Johnson stated that she feels like she has heard some of the recent events for the first time and would like to find a way to be more privy to information that is being spread throughout the community. She also commended staff for being transparent and with not taking any pay increases. She stated that the ROC is making progress and she is proud to be a member.

Chairman L. Williams stated that he takes his role on the ROC serious and he tries to convey Measure Q information that he receives to the public so that they understand. Although he does not always agree with the City's decisions, he enjoys his role on the ROC and helping the community to have a clear picture of Measure Q.

8. Staff Comments

City Manager Salas discussed the upcoming fiscal year in review that will be presented to the City Council in July which will also include a section on Measure Q. She also discussed recent Measure Q sidewalk repairs.

Parks and Recreation Superintendent Wooley provided an update on recreation programs and services during the COVID-19 crisis.

9. Public Comment

Mayor Julie Hackbarth-McIntyre commended staff for their efforts and the ROC for advocating for Measure Q.

10. Suggested Items for the Next Agenda

- a. Financial Report – Fiscal Year 2019-2020 – 4th Quarter
- b. Parks and Recreation Update

11. Next Meeting Date

September 30, 2020 at 5 pm.

12. Adjourn

By consensus of the ROC, the meeting adjourned at 6:13 p.m.

Respectfully Submitted:

Christina Rudsell
Acting City Clerk Services Manager

Date

Approved:

Leonard Williams
Chairperson

Date



Resident Oversight Commission
09/30/20 05:00 PM
City Manager
Nikki Salas
ITEM NO. 6 a.

AGENDA ITEM

AGENDA MATTER:

MEASURE Q FUND FINANCIAL REPORT – FISCAL YEAR 2019-2020 – 4TH QUARTER

EXECUTIVE SUMMARY:

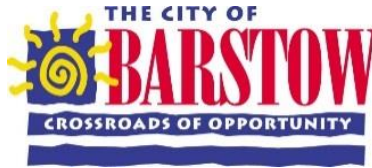
DISCUSSION:

FISCAL IMPACT:

None.

RECOMMENDED ACTION:

Approve the Measure Q Fund Financial Report for Fiscal Year 2019-2020 – 4TH Quarter,
April 1, 2020 – June 30, 2020.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Resident Oversight Commission

SUBJECT: Measure Q Fund Financial Report - Fiscal Year 2019-2020 – 4th Quarter

DATE: September 30, 2020

The Resident Oversight Commission has reviewed all revenues and expenditures in accordance with Barstow Municipal Code Section 2.26.050 and reports the following:

Fiscal Year 2019-2020 • 4th Quarter (April 1, 2020– June 30, 2020)

TOTAL REVENUES:	\$1,838,961.81
TOTAL EXPENDITURES:	\$ 2,634,611.69
EXCESS OF REVENUES OVER EXPENDITURES:	(\$ 795,649.88)

See EXHIBIT A for breakdown of revenues and expenditures

Leonard Williams, Chairperson

Date

Nikki Salas, City Manager

Date

Measure Q Revenues and Expenditure Summary
April 1, 2020 - June 30, 2020

Revenues	
4/1 - 4/30/2020	\$ 687,193.02
5/1 - 5/31/2020	703,579.04
6/1 - 6/30/2020	448,189.75
TOTAL	\$ 1,838,961.81

YEAR-TO-DATE REVENUE \$ 7,427,249.82

Expenditures	Annual Appropriation	Quarterly Expenditures	Year-to-Date Expenditures	Quarterly Expenditure Description	Changes this Quarter
General Government - Transfers & Other					
Cost Allocation	\$ 400,000.00	\$ 100,000.03	\$ 400,000.00		
Total	400,000.00	100,000.03	400,000.00		
City Manager Division					
Salaries	138,350.34	52,388.18	135,901.66	1 Economic Development Administrator 1 Executive Assistant	
Benefits	29,756.66	9,969.68	29,756.66	1 Economic Development Administrator 1 Executive Assistant	
Operations	-	-	-		
Total	168,107.00	62,357.86	165,658.32		
Administrative Services - IT Division					
Salaries	29,802.46	3,423.96	29,802.46	1 IT Coordinator 40% (shared)*	
Benefits	5,989.54	1,430.66	5,989.54	1 IT Coordinator 40% (shared)*	
Operations	-	-	-		
Total	35,792.00	4,854.62	35,792.00		
Police Uniform Division					
Salaries	734,352.00	593,715.40	734,352.00	6 Police Officers 2 Police Officer Trainees	Added 2 Police Officer Trainees during Quarter 4
Benefits	89,221.00	31,818.54	89,221.00	6 Police Officers 2 Police Officer Trainees	Added 2 Police Officer Trainees during Quarter 4
Operations	401,500.00	147,044.95	164,890.17	Safety equipment/supplies/vehicle lease	
Capital & Equipment	784,760.00	324,688.21	481,582.09	Tasers, helmets, radios, ammo, ballistic vests, FARO Laser Crime Scene Processor, personnel recruitment. City Council approved 3/2/2020.	
Total	2,009,833.00	1,097,267.10	1,470,045.26		1,470,045.26
Police Dispatch Division					
Salaries	102,284.00	46,492.45	83,804.74	1 Dispatcher	
Benefits	18,240.00	2,076.71	11,189.38	1 Dispatcher	
Operations	-	-	-		
Total	120,524.00	48,569.16	94,994.12		
Police Administration Division					
Salaries	57,658.67	16,588.47	57,658.67	1 Police Services Assistant	
Benefits	10,712.33	1,900.19	10,712.33	1 Police Services Assistant	
Operations	-	-	-		
Total	68,371.00	18,488.66	68,371.00		

*Position shared 40% Measure Q, 40% Wastewater and 20% Solid Waste Divisions

Measure Q Revenues and Expenditure Summary
April 1, 2020 - June 30, 2020

Expenditures	Annual Appropriation	Quarterly Expenditures	Year-to-Date Expenditures	Quarterly Expenditure Description	Changes this Quarter
Public Works - Streets Maintenance					
Salaries	87,421.00	24,659.66	87,421.00	2 Public Services Assistant I	
Benefits	15,730.00	3,556.09	15,730.00	2 Public Services Assistant I	
Operations	25,000.00	10,308.28	25,000.00		
Capital & Equipment	311,677.12	-	135,623.35		
ADA Curb & Gutter	100,000.00	82,802.00	86,750.56		
Total	539,828.12	121,326.03	350,524.91		
Public Works - Building Maintenance					
Salaries	45,751.00	7,975.38	45,751.00	1 Public Services Assistant I	
Benefits	7,864.00	(2,932.37)	7,864.00	1 Public Services Assistant I	
Operations	-	-	-		
Total	53,615.00	5,043.01	53,615.00		
Public Works - Fleet Maintenance					
Salaries	55,766.15	17,173.26	55,766.15	1 Mechanic	
Benefits	10,666.85	2,719.00	10,666.85	1 Mechanic	
Operations	-	-	-		
Total	66,433.00	19,892.26	66,433.00		
Community Development - Admin Division					
Salaries	56,015.00	14,790.40	52,137.48	1 Office Assistant	
Benefits	11,082.00	2,421.19	9,865.11	1 Office Assistant	
Operations	-	-	-		
Total	67,097.00	17,211.59	62,002.59		
Community Development - Building & Safety Division					
Salaries	77,350.00	21,409.37	70,256.72	1 Fire Inspector/Arson Investigator	
Benefits	14,277.00	3,478.27	13,849.88	1 Fire Inspector/Arson Investigator	
Operations	-	-	-		
Total	91,627.00	24,887.64	84,106.60		
Community Development - Community Promotional Fund					
Salaries	-	(6,760.30)	-	Reclass Mardi Gras Parade OT to Planned Community Promotions account	
Benefits	-	-	-		
Planned Community Promotions	23,000.00	5,760.30	7,922.87		
Downtown Xmas Lights	13,500.00	-	12,716.81		
Mural Program	10,000.00	-	-		
4th of July Community Event	60,000.00	-	53,752.39		
Military Banners	7,000.00	-	2,535.66		
Community Promotional Fund (Unplanned)	5,000.00	-	800.00		
Community Promotional Fund Youth	75,000.00	2,231.79	4,405.39		
Community Promotional Fund Seniors	25,000.00	-	-		
Total	218,500.00	1,231.79	82,133.12		

EXHIBIT A

Measure Q Revenues and Expenditure Summary
April 1, 2020 - June 30, 2020

Expenditures	Annual Appropriation	Quarterly Expenditures	Year-to-Date Expenditures	Quarterly Expenditure Description	Changes this Quarter
Parks & Recreation Division					
Salaries	-	-	-		
Benefits	-	-	-		
Operations	-	-	-		
Capital & Equipment	185,000.00	10,800.50	18,078.58	Shaved ice machine repair & mats for cheer program	
Total	185,000.00	10,800.50	18,078.58		
Barstow Fire Protection District					
Salaries	692,699.00	398,873.63	591,672.82	3 Battalion Chiefs 5 Firefighter/Paramedics 1 Firefighter/Parademic Trainee	
Benefits	1,048,764.00	117,600.02	1,029,173.24	3 Battalion Chiefs 5 Firefighter/Paramedics 1 Firefighter/Parademic Trainee	
Operations	642,000.00	413,701.99	465,020.76	Safety equipment/supplies	\$375K General Fund loan repayment
Capital & Equipment	1,461,732.00	172,505.80	337,940.45	Medic squad, station upgrades, equipment	
Total	3,845,195.00	1,102,681.44	2,423,807.27		
GRAND TOTAL	\$ 7,869,922.12	\$ 2,634,611.69	\$ 5,375,561.77		

Measure Q Fund Balance	
Beginning Balance	\$ 4,905,450.23
Q4 Revenues	1,838,961.81
Q4 Expenditures	(2,634,611.69)
Q4 Ending Balance	\$ 4,109,800.35



Resident Oversight Commission
09/30/20 05:00 PM
City Manager
Nikki Salas
ITEM NO. 6 b.

AGENDA ITEM

AGENDA MATTER:

PARKS AND RECREATION UPDATE

EXECUTIVE SUMMARY:

DISCUSSION:

Parks and Recreation Superintendent Kyle Wooley will be providing an update on the Parks and Recreation Department.

FISCAL IMPACT:

None.

RECOMMENDED ACTION:

Update only.