

**Public Safety Sales Tax Oversight Committee Meeting
May 8, 2019**

Committee members in attendance:

E. Carroll, L. Gonzalez, B. Grady, B. Herpin, G. Lovin, D. Moore, D. Mullin, L. Rife, R. Tanner, A. Woehle

Committee members absent:

P. Cuchiaro

Others present:

Chief T. Collas (CSFD), Chief V. Niski (CSPD), Deputy Chief S. Dubay (CSFD), Deputy Chief M. Smith (CSPD), Deputy Chief A. Vasquez (CSPD), B. Conklin (CSFD), D. Dillinger (CSFD), Mark Volcheff (citizen), S. Whittington, (CSPD), D. Dillinger

Call to Order: Chairperson B. Grady called the meeting to order at 4:30 pm.

Citizen Comment:

No citizen comment was made.

Introductions and Overview

Mark Volcheff: Chairperson Grady introduced Mark Volcheff to the Committee. M. Volcheff has submitted his application to join the Committee and represent District 1, replacing P. Cuchiaro. All Committee members introduced themselves to M. Volcheff.

Approval of Minutes:

MOTION: B. Herpin made a motion to approve the January 10, 2019 meeting minutes as written. D. Moore seconded the motion. Motion passed unanimously.

Business and Updates:

Financial Updates:

The following documents were distributed to Committee members:

- Sales and Use Tax Revenue Report – March 2019. B. Conklin provided an explanation that the sales tax refunds in 2016 were much larger amounts than in 2017 and 2018 due to increased applications for refunds from contractors for use tax collected on construction projects for tax exempt entities. Contractors pay sales and use tax up front and then are entitled to apply for a refund from the City for the use tax for items that will, in the end, belong to the tax exempt entity.
- Department Listing of Obligations vs Budget – reflects 2019 budget for each department.
- Project-Grant Listing of Obligations vs Budget – reflects projects that received funding in 2019, as well as any funds remaining from 2018 that rolled forward.
- Fire and Police 2019 Budget documents from the City's 2019 Budget book.

Police:

Sand Creek Substation: Grand opening is scheduled for June 17th.

Fire:

B. Conklin stated that both Police and Fire spending are on target for the year.

2019 Meeting Location

The Committee agreed to change the location for future meetings to the Sand Creek Substation, 950 Academy Park Loop.

Revised Boards and Commissions Ordinance

City Council passed an ordinance in October 2018 defining the number of terms each member can serve on any specific board. B. Grady explained that term limits occur after two consecutive three-year terms are served and that anyone filling a partial term, which is more than 50% of a full term, would be counted as filling a full term. With this change, B. Grady, B. Herpin, and P. Cuchiaro's terms all expire in May 2019. P. Cuchiaro's position will be filled by M. Volcheff starting with the July meeting. He also discussed that they can serve an additional 90 days if the term is not filled. B. Grady and B. Herpin have agreed to extend their term for 90 days if replacements are not found before the next meeting. Members were also advised to reach out to Katha Snow to indicate their willingness to serve a second term and she will let them know if they are eligible.

Farewell to Term-Limited Committee Members

B. Grady expressed his gratitude and pleasure in serving on this Committee for the past several years; being part of creative solutions in finding ways to fund PSST projects. He thanked all members for their service.

B. Herpin expressed his gratitude also for serving on the Committee. He recommended to all other members to accept invitations to promotions and ceremonies when given the opportunity. He stated it's important for members to make an appearance when possible and to interact with the departments.

B. Conklin expressed the City's gratitude for B. Grady, B. Herpin, and P. Cuchiaro service on the Committee. She thanked them for their dedication and participation, as well as attention to detail and discussions. She read the Certificate of Appreciation and then Chiefs Collas and Niski presented the outgoing members with Department coins and stated their appreciation and support to each one.

Committee Discussion:

B. Grady proposed a recommendation to members that they might want to consider moving the election of chair and co-chair from the last meeting of the year to the second quarter to align with term expirations in May of each year. He said if they wanted to discuss, it would be an agenda item for the July meeting. If the members decide to keep it the same, D. Moore will be the new Chair and the Committee will have to elect a new Co-Chair at the July meeting. B. Grady stated he would be willing to assist the new Chair with preparation for the budget presentation in October.

D. Moore stated that the Fire Department should be prepared to explain Part 2B for FDC during budget discussion.

D. Moore also asked for clarification regarding the question posed about the PSST Fund Balance difference between 16.22% and 16.77%. B. Grady stated that it was 16.77%.

Adjournment:

MOTION: L. Gonzalez made a motion to adjourn the meeting. D. Mullin seconded the motion. The motion unanimously passed. The meeting was adjourned at 4:57 p.m.

Committee members and City staff enjoyed cake and were then given a tour of the new Sand Creek Substation. No PSSTOC business or formal action was taken during the tour of the substation.

Notes: The minutes of the meeting were taken by B. Conklin. Any omissions or corrections should be brought to the Chairperson's attention at the next PSSTOC meeting.