

Responses to Council Questions and Comments

11/20/2023

Sent to Council 11/20/2023 at PM

Item #3: Resolution Accepting Claims and Bills for July, August and September 2023

- Question: Why was this bill reversed? (M Group 04/23 Cost Recovery, \$57,634.24, page 23)
 - Response: This is not a reversal and instead is an internal accounting entry for the purpose of tracking cost recovery related services/activity provided by M Group.

Item #5: Resolution Amending the Classification and Compensation Plan by Establishing the Classification and Pay Range of Limited-Term Emergency Medical Services Coordinator and Authorizing the Position Allocation of One Limited-Term Emergency Medical Services Coordinator

- Question: The position requested does not clearly state if this is a new additional position to be filled or just a raise of someone already in the department. Is this a staff increase in number as well as a higher paid position?
 - Response: The draft resolution authorizes the position allocation of one Limited-Term EMS Coordinator as a new position that will increase total staffing level by 1 FTE for one year. Salary was aligned to and set 4% above the closest comparable position within the city, the existing Police Training Coordinator position.
- Question: How much is the outside contractor supplying services cost and will that contract be cancelled if we hire a person within staff?
 - Response: The contract for the Clinical Support Coordinator is for up to \$91,260 annually. It is staff's intention to continue contracting for this support, which is focused on patient care and outcomes and has few overlapping responsibilities with the LT EMS Coordinator.
- Question: What will be total per annum cost of this change?
 - Response: Total financial impact of this new position for the one year is expected to be approximately \$144,606 to \$168,225.

Item #6: Resolution Amending the Classification and Compensation Plan by 1) Revising the Pay Range of Risk Manager; and if Approved, 2) Revising the Pay Range of Risk and Safety Officer

- Question: The report says the increased cost of salaries will be covered by "risk mgt. fund". Is this separate from the general fund or is it a fund that is preset and the staff will be motivated to save enough money in risk management to compensate for higher cost?
 - Response: The Risk Management Fund is an Internal Service Fund and is funded by charges to other City funds based on the cost allocation model. In the current fiscal year, there is sufficient fund balance to cover the additional costs. In future budget years, the impact of these increased costs will be spread across City funds via the updated cost allocation model.

Item #9: Introduction (First Reading) of Ordinances to Change Certain Appropriations for the Operations of the City of Petaluma from July 1, 2023 to June 30, 2024; and, Resolution Updating the

Authorized and Funded Permanent Position Schedule; and Resolution Authorizing the Commitment and Release of Various General Fund Reserves for Specific Uses

- Question: The last transfer of funds says we are buying 10 Pistache Ct. What is the purpose of this purchase?
 - Response: 10 Pistache Court is a property that is part of the City's affordable housing program and provides affordable housing to first-time homeowners who qualify as affordable housing. The purchase of the property will ensure that the property remains in the City's affordable housing program. The previous homeowner defaulted on the lender and the bank foreclosed. Additionally, the City had a \$200,000 second loan on the property. The City purchased the property for \$511,000, which Zillow currently estimates at \$624,400, and the purchase fully paid off the City's \$200,000 secondary loan.

The city will sell the home to an income qualified household between 100 and 110% of the Area Median Income. The estimated affordable sales price will be about \$400,000, which will allow the city to recover its additional investment above the original \$200,000 second loan.
- Question: What are the conclusions related to committed reserves (page 3 of the staff report)? Are we meeting our guidelines?
 - Response: Reserves committed for specific purposes ensures that sufficient funds are available to fully cover the cost of designated projects/programs when the need arises. Currently, funding for the General Plan Update and Turf Replacement are set-aside for future use. Regardless of the pending decision around the type of turf, the City will need the funding for replacement soon and into the future and therefore it is important that funding continues to be set-aside for this purpose.
- Question: Can you describe the turf replacement program?
 - Response: Following the initial installation of the City's first all-weather synthetic turf field at Lucchesi Park, fund balance has been annually committed in the General Fund as a dedicated source of funding to help off-set the cost of replacing turf field(s) using an expected 10-year serviceable life cycle. The current Lucchesi Turf Field Replacement CIP Project is 77% funded by committed fund balance.