

A Joint Powers Authority

Sheriff
Sacramento County



Chief of Police
City of Sacramento

Chancellor
Los Rios Community College District

Fire Chief
California Regional Fire & Rescue Training
Authority

April 8, 2005

Board of Supervisors
Sacramento County, California

City Council
Sacramento, California

Board of Trustees
Los Rios Community College District, Sacramento, California

Board of Directors
California Fire & Rescue Training Authority, Sacramento, California

SUBJECT: NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING COLLEGE, JOINT POWERS AUTHORITY.

LOCATION: ALL DISTRICTS, CITY & COUNTY.

Honorable Members in Session:

We, the Joint Powers Authority Board of Directors, respectfully submit our approved FY2005/06 Proposed Budget for your review, consideration and final approval. The Proposed Budget is \$660,653 from all Member Agencies.

RECOMMENDATION:

This report recommends the 2005/06 Proposed Budget be approved for the Northern California Regional Public Safety Training College, Joint Powers Authority.

CONTACT PERSONS:	JPA Chairperson, Under Sheriff John McGinness	874-5017
	JPA Co-Chair, Deputy Fire Chief Rod Chong	433-1602
	JPA Director, Deputy Chief of Police Rick Braziel	433-0816
	JPA Director, ARC President Richard McCormac	484-8212
	JPA Executive Director, Jack Anderson	566-2433

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SUMMARY:

The FY06 Proposed Budget is 3.5% greater than last year's budget projection (\$638K) previously Approved in the FY05 Budget by the Governing Boards of the Member Agencies. The Proposed Budget includes: Reimbursement to Member Agencies for three full time equivalent (FTE) positions dedicated to the JPA; Special Liability Insurance Program (SLIP) coverage; and, McClellan Business Park Infrastructure Fees. The City of Sacramento Police Department, City of Sacramento Fire Department and Sacramento County Sheriff's Department will be responsible for funding fair share allocations out their training/operating budget. No new request for general fund resources is being allocated with the approval of the proposed budget. The following table provides the cost sharing formula and Member Agency share approved by the JPA Board of Director's, which is based on current occupancy and utilization of facilities by the Member Agencies.

<u>Agency:</u>	<u>%</u>	<u>Share</u>
Los Rios	10%	\$ 66,065.
SPD	27%	\$178,376.
SSD	33%	\$218,016.
Fire JPA	30%	\$198,196.
	100%	\$660,653.

FINANCIAL PICTURE

The JPA has successfully weathered a number of financial challenges over the past two years including the scheduled loss of Rafferty Gym, as agreed to with the Sacramento County Board of Supervisors back in 2001. As agreed the Board of Supervisors did provide the JPA a long term \$1./year lease in lieu of a public benefit conveyance which significantly stabilized expenditures for the JPA. Thanks to the proactive efforts of the Sheriff, Chief of Police, Chancellor, and Fire Chiefs from the Office of Emergency Services, City and Metro Fire Departments the JPA has begun Master Plan Phase I construction of a locker/shower/gym facility using grant funds from various sources. The JPA has efficiently managed Phase I "due diligence" site investigations and design using construction management services of either a Member Agency or Sacramento Housing and Redevelopment Authority. Bids on the locker/shower facility project were all under budget! Construction began March 1, 2005.

In accordance with the JPA's Charter the Proposed Budget is subject to appropriations of funds in each Member Agency approved budget. The budget deficit at the federal and state level has been passed to local governmental agencies creating a structural imbalance and forcing Member Agencies to eliminate some programs and services. Locally, the collective strategy of the Honorable Elected Officials of each Member Agency to consolidate budgeted training dollars available to the Member Agencies reduces cost and duplication of personnel, facilities, materials, services, and planning. Further, consolidation presents an opportunity to capture available grant dollars not otherwise available to Member Agencies independently.

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FY 04/05 Approved Budget: \$478,477

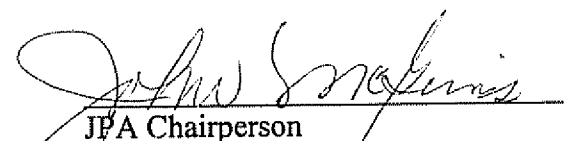
Per Resolutions unanimously passed by the Governing Boards of each Member Agency the following Funds were allocated to cover JPA FY04/2005 expenditures:

Los Rios	1%	\$ 4,785.
Police	30%	\$ 129,189.
Sheriff	36%	\$ 157,897.
Fire JPA	33%	\$ 143,543.
	Current Budget	\$ 478,477.


Grants

The Sheriff's Department of Sacramento County received an Office of Criminal Justice Planning (now the Governor's Office of Emergency Services) grant in the amount of \$1,250,000. This was specifically earmarked for Master Plan, Phase I capital improvements to build a locker/shower/gym facility for the McClellan campus. Additionally, the JPA was granted \$500,000 from the Sacramento County Office of Economic Development and McClellan Business Park for Public Benefit Conveyance concessions relative to the Rafferty Hall gym, former military K-9 facility, and the team track area of the campus footprint. The JPA Board of Directors has earmarked these funds for capital improvements for the regional academy.

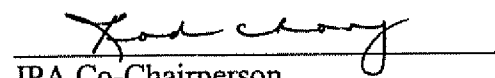
Respectfully submitted,



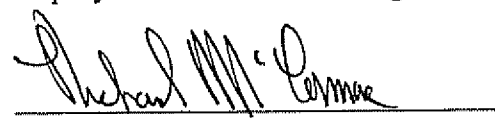
JPA Chairperson
Under Sheriff John McGinness



JPA Director
Deputy Chief of Police Rick Braziel



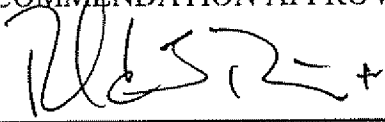
JPA Co-Chairperson
Deputy Fire Chief Rod Chong



JPA Director
ARC President Dr. Richard McCormac

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RECOMMENDATION APPROVED:



ROBERT P. THOMAS

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RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF

RESOLUTION APPROVING THE NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING COLLEGE JOINT POWERS AUTHORITY FY05/06 BUDGET.

WHEREAS the Northern California Regional Public Training College was established in 2001 at McClellan Business Park through a Joint Powers Authority (JPA), and

WHEREAS the JPA consists of the County of Sacramento, the City of Sacramento, the California Regional Fire and Rescue Training Authority, and the Los Rios Community College District, and

WHEREAS the city of Sacramento desires to continue the development of a joint use public safety training college;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Sacramento that:

1. The City Council approves the JPA FY 2005-2006, budget totaling \$660,653.00

Mayor

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO: _____

DATE ADOPTED: _____

ANTICIPATED FY 05/06 ANNUAL OPERATIONS EXPENDITURES & FUNDS:

<u>ACCOUNT TITLE</u>	<u>BUDGET</u>
Salaries/Wages (FTE Deputy In-Charge Inmate Labor)	\$ 82,000.
Salaries/Wages (FTE Administrative Analyst)	81,606.
Salaries/Wages (Special Projects Manager)	102,749.
Vehicle, Inmate Transportation Van	9,000.
Accounting/Financial/Audit Serv.	7,500.
Legal Serv.	3,500.
Other Professional Serv. (Maint./carryover)	88,600.
Adv./Legal Notices	500.
Blueprint, Photo serv.	500.
Books, Subscription Serv.	500.
Business/Conference Exp.	7,500.
Cassette Supplies	500.
Copy Equip. Rental	23,000.
Copy Paper Supplies	1,000.
Liability Insurance	57,093.
Micro, Photo Serv.	500.
Office Supplies	1,000.
Postage Service	500.
Printing Services	1,000.
Agricultural Supplies	2,000.
Bldg./Grounds Maint. Supplies	25,000.
Custodial Supplies	10,000.
First Aid Supplies	500.
Fuel/Lubricant, mowers, edger, scooters	1,000.
Staff Break Room Supplies	2,000.
Electricity (SMUD) (est. 1.35 sf / yr.)	75,000.
Gas (PG&E) (est. 0.75 sf / yr)	15,000.
Refuse Service	2,000.
Sewage Service (Regional Sewage)	6,000.
Service (Northridge)	10,000.
Infrastructure Fees (5 yr. payment schedule) 1 of 5	43,605.

TOTAL SERVICES, SUPPLIES, & OPERATIONS EXPENDITURES

TOTAL	\$660,653.
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JPA FUNDS:

Deferred maintenance fund balance (+\$61,378.)
Risk management fund balance (+\$50,000.)

NEW BUDGET ITEMS:

McClellan Business Park Infrastructure Fees

A proposed one-time infrastructure fee of \$2.13 per square foot has been determined and approved by the County Board of Supervisors. Approval was with the understanding that the fees be interest free paid over a five (5 yr.) year period. Many of the McClellan Business Park infrastructure projects are completed or underway and assessments are now being collected.

<u>Bldg. Inventory</u>		<u>RATE</u>
Bldg.#683	800sf (Maint./Shop)	\$ 1,704.
Bldg.#684	40,448sf (Warehouse)	\$ 86,154.24
Bldg.#685	10,521sf (Warehouse)	\$ 22,409.73
Bldg.#686	50,588sf (Academy)	\$107,752.44
Total	102,357 / sf.	TOTAL (One Time Fees) \$218,020.41

Infrastructure Fee (\$2.13/sf. X 102,357 sf. = \$218,020.41 / 5 yrs. = \$43,604.08 yr.)

Special Liability Insurance Program (SLIP)

At the request of both City and County Risk Management offices the JPA has applied for and secured SLIP coverage. The coverage was reviewed and acceptable to both the City & County Risk Management offices. Coverage limits are \$2,000,000 with a \$50,000 deductible. The annual premium is \$57,092.65 for the policy period of September 29, 2004 to September 29, 2005. The SLIP policy names as additional insured: Sacramento County; City of Sacramento; Los Rios Community College District; and the, California Regional Fire & Rescue Training Authority.

Administrative Analyst

A new FTE position has been requested and approved by the JPA Board of Directors to provide internal budget, finance, contract, lease and grant support to the Director at a professional level consistent with the direction from the Member Agencies to consolidate budgeted training dollars for public safety officers and to address the special training/coordination needs of first responders to weapons of mass destruction (WMD) incidents for homeland security. Salary, wages and benefits for this position amount to \$81,606. and will be reimbursed to a Member Agency providing the selected candidate.

Reimbursement for Special Project Manager

The City of Sacramento has provided and dedicated the exempt management position of Special Project Manager to the collaboration of Member Agencies since 2001. The position was responsible for developing the conveyance strategy of the McClellan campus, developing the joint powers authority for the administration of the collaboration and developing a short and long-term expenditure plan for the JPA and is now the Executive Director. The City of Sacramento is requesting salary, wages, and benefit reimbursement in the amount of \$102,749.

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BUDGET OVERVIEW.

Salary/Wages	\$266,355.
General Operations, Maintenance, Services & Supplies	\$293,600.
Infrastructure Fees	\$ 43,605.
Special Liability Insurance Program	\$ 57,093.
Total	\$660,653.

2 YEAR CAPITAL IMPROVEMENT PROGRAM

<u>PRIORITY</u>	<u>ACCOUNT TITLE</u>	<u>BUDGET</u>
	#1 Gym (Phase 1A)	
	#2 Lockers & Showers (Phase 1A & 1B) (FUNDED)	\$1,750,000.
	#3 Physical Agility Course (Phase 2) (UNFUNDED)	\$ 818,160.
	Physical Agility Test Course	
	1/4 Mile Running Track	
	#4 Modular classroom site code improvements (UNFUNDED)	\$298,000.
	#5 Firing Range remodel (study) (UNFUNDED)	\$338,000.
	UNFUNDED TOTAL	\$1,454,160.

Note: Item #3 was based on the Ross-Drulis Architects estimate of an “all-weather” running track, parking lot, and shade structures at \$3,119,000. In order to reduce the cost of this project and have a running area completed before the October 2005 opening of the regional academy only earthwork (landscaping using decomposed granite) is planned once a funding source is identified and approved. #5 based on 2002 bids plus 3% inflation per year.

FY: 05/06 Cost Neutral Projects.

Grant funded Project: HomeSTAR. Regional Terrorism Threat Assessment Center (RTTAC).

Charter 14. (b) Cost Sharing Items

Under JPA Charter, Section 14(b), the following expenses have been JPA Board approved for cost sharing:

Legislative Services contract	(\$100,000./yr.).
(RTTAC) project manager contract	(\$58,000./yr.)
Phase II cost sharing	(\$818,160.)

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Budget Projections: (Inflation factor 3%)

FY /07	FY /08	FY /09	FY /10	FY /11
\$680K	\$701K	\$722K	\$744K	\$766K

NOTES TO THE 2005/06 PRELIMINARY BUDGET

Reporting Entity.

The Northern California Regional Public Safety Training College is a joint powers authority established under the Joint Exercise of Powers Act (Government Code section 6500 et seq.). The Authority shall approve an Authority Budget prior to the commencement of each fiscal year (defined as July 1 through June 30).

Budgetary Process.

The JPA prepares an annual operating and capital budget, which is approved by the Governing Board of the JPA. The elected Boards of the four member agencies oversee the dedicated fiscal resources of the JPA when approving the participating Departments annual budget, usually listed under Training. As required by Charter the budget is forwarded annually to each of the member agencies for final approval. The member agencies are not obligated to allocate funds to the Authority for any reason whatsoever until the governing board of that member agency shall have acted to approve the allocation. The JPA is not a self-sufficient enterprise fund. Approved general operations, utilities, maintenance, and emergency expenses will be reconciled and shared equally at fiscal year end from within the approved training budget of the participating departments upon approval of each member agency and subject to department head approval.

Deferred Charges.

Street and sewer system improvements are underway within McClellan Business Park. McClellan Business Park proposed that a fee (\$2.13/sf) be paid by tenants to cover these improvements over a five (5) year period with no interest. The JPA has already made the first of these five payments.

Property, Buildings, And Equipment.

A total of 7 buildings equal to 120,319 s.f. and approximately 41 acres of property were conveyed by the Department of Defense to the County as an economic development conveyance and provided to the JPA by a long term one dollar a year lease. Should the JPA be terminated the agreement requires the property to be re-conveyed back to the County. Under Project: HomeSTAR a lease for additional property (80,000+/sf) to house the regional terrorism threat assessment center (RTTAC) has been funded by grants from the Office of Domestic Preparedness under the Federal Department of Homeland Security. It's entirely conceivable the JPA will establish Memorandums of Understanding (MOU's) for cost sharing with other first

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responder agencies to sustain within the scope of this project.

Insurance Liabilities.

The JPA has secured a liability insurance binder through Driver Alliant Insurance Services, Inc. under a Special Liability Insurance Program (SLIP) from Illinois Union Insurance Company (Policy #G22078458) in the amount of \$2,000,000 with a \$50,000 deductible. At the request of the County of Sacramento and City of Sacramento, Risk Management Divisions this SLIP policy lists the "City of Sacramento", "County of Sacramento", "Los Rios Community College District" and the, "California Regional Fire & Rescue Training Authority" as additional named insured.

Contingency.

A \$111,378.55 fund balance (contingency) has been carried over from the FY 03 Approved Budget. The funds will be earmarked for deferred maintenance (\$61,378.) of major building components (boilers) and insurance policy deductibles (\$50,000.) without requests for additional appropriations from all of the member agencies.