



REPORT TO COUNCIL City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org

Consent
September 23, 2008

Honorable Mayor and
Members of the City Council

Title: Northern California Regional Public Safety Training College Joint Powers Authority Fiscal Year (FY)2008/09 Annual Budget

Location/Council District: Sacramento Region

Recommendation: Adopt a **Resolution** 1) approving the Northern California Regional Public Safety Training College (NCRPSTC) – Joint Powers Authority (JPA) FY2008/09 Budget, in the amount of \$7,592,643 and 2) authorizing the Police Department to amend grant revenue and expense budgets in the amount of \$269,042 and 3) approve the payment to the JPA for the use of rental space in the amount of \$269,042.

Contact: Steve Quinn, Lieutenant, 916-566-6565

Presenters: Not Applicable

Department: NCRPSTC Joint Powers Authority

Division: Homeland Security

Department ID: 11001411

Description/Analysis

Issue: The JPA is requesting member agencies approve the Joint Powers Authority FY2008/09 Budget in the amount of \$7,592,643 (Attachment 2). A formula for the cost sharing of operational and administrative overhead by member agencies was developed and approved by the JPA Board of Directors on June 26, 2008.

Policy Considerations: The strategy of the Honorable Elected Officials of each member agency represented within the JPA is to consolidate budgeted training dollars to reduce cost and duplication of training resources. Furthermore, consolidation presents an opportunity to capture available grant dollars not otherwise available to member agencies independently.

Commission/Committee Action: Not Applicable

Environmental Considerations

California Environmental Quality Act (CEQA): This activity is not subject to the California Environmental Quality Act (CEQA) because it does not constitute a “project” as defined in section 15378 of the CEQA Guidelines, and is otherwise exempt pursuant to Sections 15321(b) (law enforcement activities) and 15061(b)(3) (no significant effect on the environment) of the CEQA Guidelines.

Sustainability Considerations: This report concerns administrative activities and does not have any sustainability considerations.

Rationale for Recommendation: In order to offer regional public safety agencies, especially first responders, the most efficient and effective training programs, it is necessary to consolidate training resources. By working cooperatively, member agencies avoid duplication of training efforts and conserve resources such as personnel, facilities, materials, services, and planning. This collaborative approach allows agencies to provide better quality training and equips public safety personnel with the tools they need to be effective during critical incidents throughout the Sacramento Region.

This proposed budget is based on the continued operational cost of the JPA’s main campus including the following: Building 686, 685, 684, 600, the firing range, and the modular classrooms.

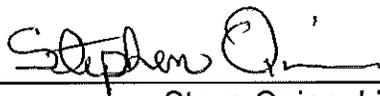
Financial Considerations: This budget was developed using member agency fees, outside revenues for facility rentals, and lease payments made by tenants of Building 600. The total JPA budget is \$7,592,643, and the majority of that amount (\$4,090,893) is apportioned for Building 600 which is supported through lease fees and a DHS grant (\$1,773,000). The remaining amount (\$1,728,750), is accounted for in fees from member agencies and outside rental income as follows:

Sacramento Sheriff’s Department	320,877	18.5%
Sacramento Police Department	269,042	15.5%
CA Fire and Rescue JPA	325,877	18.8%
Los Rios Community College District	190,454	11.0%
Outside Rental Income	<u>622,500</u>	<u>36.2%</u>
Total	1,728,750	100%

The FY2008/09 Budget is formula driven and based on actual usage and occupancy of the JPA Campus Facilities at McClellan. Operational expenses have been allocated

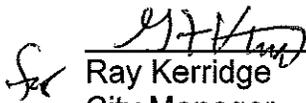
based on the area within the primary campus that each member agency has exclusive use or occupancy. Administrative expenses for the JPA are shared equally among the member agencies. SPD's share of the administrative expenses, \$269,042, will be funded through revenues received from an externally funded program for administering classes on the JPA property, The Los Rios Vocational Training Fund. The approval of the JPA budget has no impact on The City of Sacramento's general fund.

Emerging Small Business Development (ESBD): No goods or services are being purchased as a result of this resolution.

Respectfully Submitted by: 
Steve Quinn, Lieutenant

Approved by: 
Rick Brazier, Chief of Police

Recommendation Approved:


Ray Kerridge
City Manager

Ref: COP

Table of Contents:

	Report	pg. 1
Attachments		
1	Background	pg. 5
2	Resolution	pg. 7
	Exhibit A- Proposed FY2008/09 Budget	pg. 8

Attachment 1**Background**

The planning for the consolidation of public safety training resources began in 1996 when public safety agencies (fire service and law enforcement) in the greater Sacramento Region developed and implemented a strategic plan for an interagency training academy. The plan, approved by the local Reuse Advisory Committee, consisted of 42 acres of the former McClellan Air Force Base and was acquired under the Federal Surplus Property Act. The McClellan site consists of five building, totaling 113,000 square feet of enclosed space. Final approval was granted by the Sacramento County Board of Supervisors on August 23, 2000. (Resolution 2000-1013)

The Fire training authority also received approval (Board of Supervisors, Resolution 2000-1014) for 40+ acres, including burn buildings and various training props for HAZMAT, aircraft crash, and collapsed buildings. On January 19, 2001, the McClellan Regional Fire Training Authority (now named the California Fire and Rescue Training Authority) agreed to consolidate training resources with law enforcement and the Los Rios Community College District.

On December 12, 2000, Resolution 2000-1539, the Board of Supervisors took action to conceptually approve an economic development type conveyance or "no cost" lease of the surplus federal property, but deferred full implementation pending approval of a formal joint peers authority agreement with the partner agencies regarding governance and funding of the training facility. In August/September 2001, by unanimous votes from the elected members of the Sacramento County Board of Supervisors (Resolution 2001-0903), Sacramento City Council (Resolution 2001-137), California Fire & Rescue Training Authority Board of Directors (Resolution 2001-13), approved the NCRPSTC JPA. The purpose of the JPA is to provide efficient and consolidated law enforcement and fire/rescue training for the region.

The NCRPSTC JPA was established to provide public safety officers, within the greater Sacramento area, education and training opportunities. Member agencies envisioned that through leveraging of available resources and taking advantage of vacated facilities at the former McClellan Air Force Base, a comprehensive facility could be developed that could not have been financially possible if pursued independently.

Over the last several years, this objective has been refined and progress continues to be made. As evident by this budget, the JPA continues to grow with only minor increases to the cost of each member agency. With the upgrades of Building 600, the JPA has been able to possess additional classrooms, conference facilities, and an emergency Operations Center training simulator which will provide for state of the art opportunities for the member agencies.

Presently, the NCRPSTC JPA has established on-sight recruit training for member agencies and provides intermediate and advanced training for regional police officers and fire fighters, as well as specialized advanced training in several areas for public safety professionals. Additionally, the JPA continues to develop a reputation of delivering a broad range of contemporary educational opportunities for state and national organizations.

The Sacramento Police Department (SPD), upon approval of this budget and resolution will open a purchase order for the projected costs to the SPD for rental of space, in an amount not to exceed the amount listed on the budget (\$269,042).

RESOLUTION NO.

Adopted by the Sacramento City Council

**NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING COLLEGE –
JOINT POWERS AUTHORITY, FISCAL YEAR (FY)2008/09 ANNUAL BUDGET**

BACKGROUND

- A. The Northern California Regional Public Safety Training College (NCRPSTC) was established in 2001 at McClellan Business Park through a Joint Powers Authority (JPA).
- B. 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.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

- Section 1. The NCRPSTC – Joint Powers Authority FY2008/09 Annual Budget totaling \$7,592,643 is approved.
- Section 2. The City Manager, or designated representative, is authorized to make the necessary grant revenue and expense budget adjustments in the amount of \$269,042.
- Section 3. Payment to the JPA for the use of rental space in the amount of \$269,042 is approved.

Table of Contents:

Exhibit A: Proposed FY2008/09 Budget

NORTHERN CALIFORNIA REGIONAL PUBLIC SAFETY TRAINING AUTHORITY

Action Summary - JPA Board of Directors
Thursday June 26, 2008, 9:00 am
2409 Dean Street, Room 130, McClellan, CA 95652

Call to Order: 9:15 am

Roll Call: Present – Deputy Chief Sam Somers (SPD), Chief Deputy Christine Hess (SSD), Deputy Chief Leo Baustian (FireJPA), Dr. David Viar (LRCCD/ARC), also present, Rick Martinez, Executive Director; Rod Chong, Director of Operations; Kelly A. Rowley, Administrative Analyst.

Pledge of Allegiance

Consent Agenda

- Approval of Consent Agenda
 - Action Summary of May 22, 2008 Board of Directors Meeting
 - Action Summary of May 29, 2008 Board of Directors Meeting

ACTION: A motion to approve the consent agenda was made by Deputy Chief Somers, Seconded by Deputy Chief Baustian, All in favor, Motion Passes

Public comment on agenda/non-agenda items

None

Presentations

Financial Reports

Monthly Financial Report – Board members were provided the financial status of the JPA Campus, Building 600 and the DHS Grant, ending May 31, 2008, and given a brief verbal report on the status of the budget.

Board Members were provided a briefing regarding the projected fiscal year end expenditures. Based on actions taken by the Board, and routine building expenses, it is projected that there will not be any carry-over from the FY 07-08 to FY 08-09. It should be noted that FY 07-08 included the following expenditures: \$85,000 JPA Strategic Plan, \$45,000 Financial Audit, \$43,500 2 of 5 CAM Fees and \$206,500 Tactical Village payment, of which the strategic plan, the audit and the CAM fees were not budgeted for in the initial FY 07-08 budget. These items were authorized by the board, without additional assessments to the member agencies.

Facilities Report – Main Campus, Building 600

Small Arms Firing Range: All of the mitigation issues surrounding the "Vernal Pool" at the range have been cleared and Refnes is set to begin construction on July 8, 2008.

Janitorial Service for Campus: Bissell Bros. Maintenance will be the service provider; they will be responsible for B686, B684, the modular's and the Locker-Shower facility. Their hours will be - Monday thru Friday 7:00 am to 6:00 pm and Saturday 8:00 am to 5:00 pm. There should be no additional fiscal impact, as their contract will be offset by the reduction of the inmate labor program.

Track Landscaping: The Sports Turf Managers Association approached the JPA regarding landscaping the infield of the track as a community service project. Insurance and liability issues are being finalized and the project is expected to begin mid-September.

ACTION: A motion to approve a JPA General Fund expenditure cap of \$5,000 for supplemental expenses of the track enhancement project was made by Deputy Chief Sam Somers; seconded by Chief Deputy Christine Hess; all-in-favor, motion passes.

Training Report

None received

JPA Strategic Plan Progress Report

Peter Hills of Interact Business Group was on hand to provide a status report on the strategic plan; this information is summarized in the attached report.

It is anticipated that a workshop to review the Strategic Plan will be scheduled for the August 28th Board of Directors Meeting.

Action Items

1. Adopt Budget for FY 08-09 – Martinez

Board Members were provided three budgets choices – as directed the planning team collaborated and formulated a budget for the Boards review and consideration. In addition, a budget based on FY 07-08 member agency contributions levels and the third a budget recommendation from the Executive Director. A brief summary of each budget was presented by the Executive Director.

Special recognition was given to all staff who participated in the development of the budget.

Focusing on the budget formulated by the Planning Team – the Board will be making the following changes to the allocations based on conversations with the Principals, these changes will not affect the contribution level recommended by the Planning Team.

ALLOCATION	Planning Team	Board	Dollar Change
2102-Clerical	\$40,000	\$0	(\$40,000)
4500-Supplies-Misc	\$5,000	\$3,000	(\$2,000)
4501-Printing-copies & paper	\$5,000	\$3,000	(\$2,000)
5100-Consulting-Sgt. Major	\$0	\$50,000	\$50,000
5100-Consulting-Misc.	\$16,200	\$10,000	(\$6,200)
5500-Utilities-Misc	\$11,000	\$6,000	(\$5,000)
5700-Audit Services	\$28,500	\$23,000	(\$5,500)
5890-Other Operating-Misc	\$15,000	\$25,700	\$10,700

Chief Somers stated his support for the changes, and the importance of retaining the services of Sgt. Major Associates, especially in an election year, management of the contract will be crucial and the contracts should be written to include an "opt out" clause.

There were no other comments or questions raised by the Board.

ACTION: A motion to adopt the Planning Team FY 08-09 Budget with modifications was made by Deputy Chief Baustian, seconded by Chief Deputy Hess, all-in-favor, motion passes.

Chief Martinez requested an additional action to approve a budget for Building 600 and the DHS Grant based on FY 07-08 allocations, increased by the lease increase of 3%.

A request for this information to be in written form prior to any board action was requested by the Board, prior to consideration.

2. Facilities Management Contract with McClellan Facilities Services & the County of Sacramento, for the general oversight of building 600 - Martinez

The search process for a Facilities Manager for Building 600 produced one viable candidate, who subsequently accepted a position with another company. The original idea of contracting with McClellan Park for the facilities management piece of building 600 has been revisited.

The management of building 600 would be contracted with McClellan Park, their management fee of \$38,000 is based on the value of contracts they would be responsible for managing. The contracts for Janitorial and Security Services would continue to be managed by County OES, for a fee not to exceed \$48,000/year. This would be under the \$105,000 previously anticipated for the salary of the building manager.

ACTION: A motion to ratify the actions of the Executive Director related to these contracts for building 600 facilities management was made by Deputy Chief Baustian; seconded by Chief Deputy Hess, all-in-favor, motion passes.

3. Provide staff direction on potential "land swap for Campus infrastructure improvements" with McClellan Park – Martinez

Board members were provided a staff report regarding the desire, by both the County of Sacramento and McClellan Park, to "swap" a portion of the JPA footprint in exchange for Campus Improvements. At this point no decisions have been made; this is merely to determine whether or not the JPA is interested in negotiating a swap.

No formal action was taken, the new Executive Director and staff is directed to move forward and engage in discussions and return to the Board as necessary.

4. Executive Director appointment – Viar

For the record Dr. Viar read aloud a letter received by him, from Deputy Chief Sam Somers. Summarizing the letter - The Sacramento Police Department is offering the services of an individual

to serve as the Executive Director of the Northern California Regional Public Safety Training Authority (NCRPSTA), without consideration. A copy of the letter is attached.

ACTION: A motion to accept the offer from the Sacramento Police Department for Captain Joe Valenzuela as Executive Director of the NCRPSTA was made by Chief Deputy Christine Hess; seconded by Deputy Chief Leo Baustian, all-in-favor, motion passes. (applause)

5. Authorize the Board President to act as Executive Director - Martinez

ACTION: A motion was made to extend the authorities granted to the Executive Director, under policy, practice or statute, to the JPA President of the Board of Directors, in the absence of the Executive Director was made by Deputy Chief Sam Somers; seconded by Chief Deputy Christine Hess, all-in-favor, motion passes.

Executive Directors Report

Congratulations to Captain Valenzuela! A final report in writing will be forthcoming; you will probably receive it at the next Board meeting. Building 600 power issues continue to be a challenge; the Sgt. Major contract should be continued and legal guidance. Again, expect a written report. Thanks to the Board, Kelly, Rod, Vern, Dennis and all of the Planning Team Members!

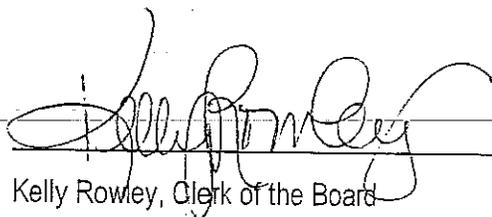
Board Member Questions and Comments

Dr. Viar: On behalf of the JPA Board of Directors we want to recognize the service and devotion that Chief Martinez has provided in the success of the JPA and it's member agencies.

Deputy Chief Somers: Thank you! The JPA has moved forward and this is your legacy, so thank you!

Adjournment: 10:20 am

Attested to:



Kelly Rowley, Clerk of the Board

NCRPSTA - FY 08-09 Budget

Funding:	Amount	<i>JPA Campus</i>	<i>Building 600</i>	<i>DHS Grant</i>
Member Agency Fees	\$ 1,106,250.00			
<i>LRCCD</i>		\$ 190,146.57	\$ -	\$ -
<i>SSD</i>		\$ 321,036.37	\$ -	\$ -
<i>SPD</i>		\$ 269,014.84	\$ -	\$ -
<i>FJPA</i>		\$ 326,052.22	\$ -	\$ -
Interest Income	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
JPA Campus-Room/Building Rental	\$ 256,500.00	\$ 256,500.00	\$ -	\$ -
Building 600 Lease Income	\$ 4,090,893.00	\$ -	\$ 4,090,893.00	\$ -
Building 600 Tenant Fees	\$ -	\$ -	\$ -	\$ -
DHS "Fusion Center Grant"	\$ 1,773,000.00	\$ -	\$ -	\$ 1,773,000.00
Other	\$ 365,000.00	\$ 365,000.00	\$ -	\$ -
FY07-08 Carryover-Restricted	\$ -	\$ -	\$ -	\$ -
<i>Total Anticipated Funding</i>	\$ 7,592,643.00			
Expenditures:		<i>JPA Campus</i>	<i>Building 600</i>	<i>DHS Grant</i>
Salaries and Employee Benefits	\$ 670,000.00	\$ 237,000.00	\$ -	\$ 433,000.00
Service and Supplies	\$ 4,581,829.04	\$ 670,250.00	\$ 2,603,579.04	\$ 1,308,000.00
Fixed Assets	\$ 2,340,813.96	\$ 821,500.00	\$ 1,487,313.96	\$ 32,000.00
<i>Total Anticipated Expenditures</i>	\$ 7,592,643.00			

NCRPSTA - FY 08-09 Budget Allocations - SUMMARY

Expenditure Code & Description		Campus	Building 600	DHS Grant	Total
2102	Regular Salaries	\$ 195,000.00	\$ -	\$ 400,000.00	\$ 595,000.00
3908	Allocated Benefits	\$ 42,000.00	\$ -	\$ 33,000.00	\$ 75,000.00
4300	Instructional Media/Materials	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00
4500	Non-Inst. Supplies & Mtrls	\$ 44,500.00	\$ 22,500.00	\$ 5,500.00	\$ 72,500.00
4501	Non-Inst. Printing Services	\$ 5,500.00	\$ 750.00	\$ -	\$ 6,250.00
4502	Non-Inst. Tools/Equipment (<5000\$)	\$ 4,500.00	\$ 1,000.00	\$ -	\$ 5,500.00
5100	Personal & Consulting Svcs	\$ 83,800.00	\$ 194,931.56	\$ 500,000.00	\$ 778,731.56
5200	Travel, Conf. & Mtg. Exp.	\$ 2,500.00	\$ -	\$ 700,000.00	\$ 702,500.00
5300	Dues and Memberships	\$ -	\$ -	\$ -	\$ -
5400	Insurance premiums	\$ 88,000.00	\$ 16,695.00	\$ -	\$ 104,695.00
5500	Utilities & Housekeeping Svcs.	\$ 312,500.00	\$ 1,090,063.88	\$ -	\$ 1,402,563.88
5600	Repairs and Maintenance	\$ 60,000.00	\$ 287,509.72	\$ -	\$ 347,509.72
5601	Rents and Leases	\$ 8,250.00	\$ 835,367.28	\$ 96,000.00	\$ 939,617.28
5700	Legal, Election & Audit Svcs.	\$ 28,000.00	\$ 5,000.00	\$ -	\$ 33,000.00
5810	Postage	\$ 500.00	\$ 100.00	\$ 500.00	\$ 1,100.00
5890	Other Operating Expense	\$ 32,200.00	\$ 149,661.60	\$ -	\$ 181,861.60
6200	Building and Imp. - use only for TacVIII	\$ 206,500.00	\$ -	\$ -	\$ 206,500.00
6210	BLDG - Leasehold Imp.	\$ 530,000.00	\$ 1,247,313.96	\$ -	\$ 1,777,313.96
6490	Equipment (>5000\$)	\$ 85,000.00	\$ 240,000.00	\$ 32,000.00	\$ 357,000.00
7110	Interest Expense	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ 1,728,750.00	\$ 4,090,893.00	\$ 1,773,000.00	\$ 7,592,643.00
Revenue Code & Description		Campus	Building 600	DHS Grant	Total
8XXX	Member Agency Cont.				
	LRCCD	\$ 190,454.10	\$ -	\$ -	\$ 190,454.10
	SSD	\$ 320,878.10	\$ -	\$ -	\$ 320,878.10
	SPD	\$ 269,041.70	\$ -	\$ -	\$ 269,041.70
	FJPA	\$ 325,876.10	\$ -	\$ -	\$ 325,876.10
8820	Cont., Gifts, Grants	\$ 365,000.00	\$ -	\$ 1,773,000.00	\$ 2,138,000.00
8850	Lease Revenue	\$ 256,500.00	\$ 4,090,893.00	\$ -	\$ 4,347,393.00
8860	Interest Income	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
8899	Misc - Other	\$ -	\$ -	\$ -	\$ -
9785	FY 07-08 Carryover	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ 1,728,750.00	\$ 4,090,893.00	\$ 1,773,000.00	\$ 7,592,643.00

JPA 08-09 Campus Budget Allocations approved June 26, 2008
 JPA 08-09 B600 and DHS Grant Budget Allocations approved July 24, 2008

NCRPSTA - Joint Powers Authority INVOICE

Invoice # JPA09-003

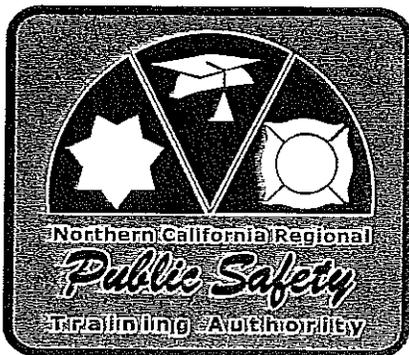
Date: 7/28/2008

Sacramento Police Department
Attn: Lt. Steve Quinn
2409 Dean Street, Room 124
McClellan, CA 95652

Fiscal Year 2008-2009 Member Agency Contribution	\$	269,014.84
--	----	------------

attachments

TOTAL DUE	\$	269,014.84
------------------	-----------	-------------------



Please remit check payable to:

NCRPSTA, Joint Powers Authority
2409 Dean Street, Ste. 118-119
McClellan, CA 95652
(916) 566-3669

Please indicate invoice # with payment!