

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles

From: David Barlag

Dept: City Manager

Dept: City Manager

Subject: AUTHORIZATION TO ESTABLISH  
A PUBLIC SAFETY FUND

Date: December 8, 2015

OBJECTIVE

To request that the Garden Grove City Council approve the establishment of a Public Safety Fund and related capital and operating packages to track fund flow and expenditures for the Police Building Renovations and the new Fire Station Project, and appropriate \$400,000 transfer from the development fee fund to public safety fund operating packages.

BACKGROUND

The city has successfully completed the issuance of the series 2015A certificate of participation (2015A COPs) that refunded the 2002 Certificates of Participation (2002 COPs), and yielded approximately \$8.5 million of new proceeds to be used for Police Building Renovations and the building of a new Fire Station#6. Also, over the years the City has collected fire building fees within the Developer Fees fund from certain development projects in the city. The City budget and accounting system provides for the use of separate fund and requisite packages to properly plan, track and report project expenditures.

DISCUSSION

Staff contemplates the creation of a Public Safety Building Fund with the requisite capital and operating packages that will enable effective and transparent tracking and reporting of the projects' cash flows and expenditures. Finance will create four packages within this fund to track expenditures. The Police building renovation and the new Fire building will each have a capital package for hard construction costs and an operational package for other related non-construction costs.

To keep these projects on track, staff is recommending that City Council appropriate \$200,000.00 (Two hundred thousand dollars) from the Developer Fees fund to each of the new fund operating packages for a total of \$400,000.00 (four hundred thousand dollars). The monies will be used to cover incurred and future costs specifically related to the Police building renovation and the new Fire building projects. All contracts for construction or related services will be vetted through the normal purchasing policies and procedures in place within the City and approved by City Council.

ESTABLISHMENT OF PUBLIC SAFETY FUND

December 8, 2015

Page 2

FINANCIAL IMPACT

There will be no direct impact on the general fund. \$400,000 dollars will be transferred from the Developer Fees fund into the new Public Safety fund and appropriated in the operational packages for non-capital expenses. \$200,000 will be budgeted for Police operational costs and \$200,000 for Fire operational costs.

RECOMMENDATION

It is recommended that the City Council:

- Authorize the Finance Director to establish a Public Safety Fund and appropriate \$400,000 (four hundred thousand dollars) via a transfer from the Developer Fees fund for operational project related costs.



DAVID R. BARLAG  
Public Safety Administrative Officer  
City Manager's Office

Recommended for Approval



Scott C. Stiles  
City Manager