

# MINUTES

## CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

### MEETING AGENDA

#### June 16, 2022

#### 1. CALL TO ORDER 6:01PM

Council Members Present: Ramsey, Singleton, Adkisson, Horn

Others Present: City Manager Marissa Trejo, City Attorney Mario Zamora, Chief of Police Jose Garza, Assistant City Manager Sean Brewer, City Treasurer Dawn Kahikina, Fire Chief Greg DuPuis, Administrative Analyst Mercedes Garcia, Public Works and Utilities Coordinator Larry Miller, and City Clerk Shannon Jensen

Council Members Absent: Ramirez

Others Absent: Financial Services Director Jasmin Bains

Changes to the Agenda: City Manager Marissa Trejo announced that the Special Meeting will run concurrently with the Regular Meeting. Item No. 5.1 from the Special Agenda shall become Item No. 5.14 on the Regular Agenda and Item No. 10.1 on the Special Agenda shall become Item No. 10.1 on the Regular Agenda.

*Motion by Horn, Second by Adkisson to Approve the Changes to the Agenda and to Approve the Agenda for the meeting of June 16, 2022. Motion **Approved** by 4/0 Roll-Call Majority Vote. (Ramirez – Absent)*

#### 2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS

None

#### 3. CITIZEN COMMENTS

*The following individual(s) spoke under Citizen Comments:*

Lawrence Williamson spoke about opening a small library on his front lawn. The library will be called “Little Free Library”. Mr. Williamson is working with staff on permits and anything else that may be required.

Scott Netherton complimented the Elks Lodge on the recent installation of the new flag poles and their Flag Day celebration on Tuesday.

*The following individual(s) submitted written comment(s):*

None

#### **4. PUBLIC HEARINGS**

1. Public Hearing to Discuss & Approve Submittal of a 2022 Community Development Block Grant Application (CDBG); Approval of Housing and Housing Rehab Guidelines; and CDBG/CV1 Grant Closeout

Susan Long of Self-Help Enterprises gave a brief overview of the item.

Mayor Ramsey opened the Public Hearing for public comment. Hearing none, Mayor Ramsey closed the Public Hearing.

*Motion by Adkisson, Second by Singleton to 1. Adopt Resolution No. 4098 Approving the Submittal of a 2022 CDBG Application; 2. Adopt Resolution No. 4099 Approving the Housing Rehabilitation Guidelines and Homebuyer Acquisition with or without Rehabilitation Guidelines; and 3. Accept the 20-CDBG-CV1-00037 Grant Closeout with California Department of Housing and Community Development. **Approved** by 4/0 Roll-Call Majority Vote. (Ramirez – Absent)*

#### **5. CONSENT CALENDAR**

1. Check Register: 04/01/2022 – 04/30/2022
2. Adopt Resolution No. 4097 Approving the Building Inspector Trainee / I / II Job Description
3. Rejection of Claim for Damages Presented by Ralph Gorrill
4. Rejection of Claim for Damages Presented by Sheldon Niiyama
5. Notice of Completion for Fresno Street Rehabilitation Project, Project No. PW21-004
6. Notice of Completion for Sunset Street Rehabilitation Project, Project No. PW19-006
7. Notice of Completion for Sidewalk Gap Closure & Pedestrian Improvement Project (ATP3), Project No. 2759
8. Direct City Manager to Coordinate a Public Workshop with Coalinga-Huron Unified School District to Discuss how the City can Help Ensure Safety of Schools

*Mayor Pro-Tem Singleton pulled Item No. 5.8 for discussion.*

Mayor Pro-Tem Singleton spoke in favor of coordinating with the School District to facilitate a public workshop to help make our schools safer.

City Manager Marissa Trejo stated that she recently met with the Superintendent of the CHUSD and that she agreed that it is a great idea to hold a workshop. They have tentatively scheduled the workshop for the third or fourth week of July.

9. Authorize Assistant City Manager to Execute a Professional Services Agreement with AM Consulting Engineers to Prepare a Project Feasibility Report and Associated Environmental Documents, Fiscal Sustainability Plan and California Safe Drinking Water Grant Construction Application Related to the Wastewater Collection and Treatment Facilities
10. Authorize Purchase of Three (3) Electronic Messaging Boards

*Councilman Adkisson pulled Item No. 5.10 for discussion.*

Councilman Adkisson spoke in opposition of purchasing three messaging boards at this time.

Assistant City Manager Sean Brewer explained the amount in excess of the approved \$60,000 budget for the purchase of the electronic messaging board represents the sales tax, which will be picked up by the enterprise funds and will not come ARPA funds.

Councilman Adkisson suggested the City purchase only two large boards at this time for \$41,256.00 plus tax (alternative #1).

11. Consideration of Bid Award for Total Trihalomethane (TTHM) Reduction Facilities at the Water Treatment Plant
12. Direct City Manager to Coordinate a City-Sponsored Pet Adoption Day with Gimme Love Animal Shelter
13. Approval of Resolution No. 3772-C Extending the Sunset Date of Resolution for One Year for Food Truck Vendors
14. Adopt Resolution No. 4100 Requesting the Board of Supervisors of the County of Fresno to Consolidate and Canvass the Election and Permit the County Clerk of Fresno County to Render Specified Services to the City of Coalinga Relating to the Conduct of the Municipal Election to be Held in the City of Coalinga on November 8, 2022 and Appropriate Funds to Pay for Said Services

*Motion by Adkisson, Second by Horn to Approve Consent Calendar Item Nos. 5.1 through 5.14 with Alternative Option #1 for Item No. 5.10. Motion **Approved** by 4/0 Roll-Call Majority Vote. (Ramirez – Absent)*

## **6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS**

1. Presentation by Retail Strategies and Discussion, Direction and Potential Action regarding Approving Professional Services Agreement to Provide Consulting Services  
**Matthew Tate, Retail Strategies**

City Manager Marissa Trejo gave a brief overview of the item, stating that this was a Future Agenda Item by Councilman Adkisson. Mrs. Trejo and Councilman Adkisson met with Mr. Matthew Tate of Retail Strategies at the ICSC Conference in Las Vegas.

Mr. Matthew Tate gave a brief presentation of the services provided by Retail Strategies.

Consensus of the Council is to partner with Retail Strategies for consulting services.

*Motion by Adkisson, Second by Horn Approving a Professional Services Agreement with Retail Strategies to Provide Consulting Services. Motion **Approved** by 4/0 Roll-Call Majority Vote. (Ramirez – Absent)*

2. Discussion, Direction and Potential Action regarding Authorizing Annual Stipend of \$15,000 Payable to Coalinga Area Chamber of Commerce for FY 22 and Adopt Resolution No. 4096 Authorizing FY 22 Stipend to Coalinga Area Chamber of Commerce  
**Marissa Trejo, City Manager**

City Manager Marissa Trejo gave a brief overview of the item.

Councilman Horn recused himself from the vote.

*Motion by Adkisson, Second by Singleton Approving a Professional Services Agreement with Retail Strategies to Provide Consulting Services. Motion **Approved** by 3/0 Roll-Call Majority Vote. (Horn – Abstained) (Ramirez – Absent)*

3. Discussion and Direction regarding the Development of a Food Truck Regulatory Ordinance  
**Sean Brewer, Assistant City Manager**

City Manager Marissa Trejo gave a brief overview of the item, stating that an update would prevent staff from having to bring a request to Council for an extension each year. We have also realized that vendors are often hesitant to participate in our events because they are currently limited to when they can operate. An update could allow for a vendor to operate for an extended hours of the day to make it worth their time and expense to participate.

*Motion by Horn, Second by Singleton to Approve the Development of a Food Truck Regulator Ordinance for Council's Consideration. Motion **Approved** by 4/0 Roll-Call Majority Vote. (Ramirez – Absent)*

## **7. ANNOUNCEMENTS**

### City Manager's Announcements:

City Manager Marissa Trejo announced this year's National Night Out will be held on Tuesday, August 2, 2022, in the downtown area. The Coalinga-Huron Recreation and Parks District will be organizing the Let Freedom Ring event celebrating the 4th of July and the City will be sponsoring the fireworks show.

City Hall will be closed on Monday, June 20, 2022 in observation of Juneteenth.

### Council Member's Announcements:

Councilmember Horn announced that the Avenal Farmer's Market will be from 7:00pm-9:00pm at Rice Park and will hold their fireworks show on Saturday, June 25, 2022 at the Avenal Sports Complex from 7:00pm-9:00pm.

Mayor's Announcements:

None

**8. FUTURE AGENDA ITEMS**

Mayor Ramsey requested a Future Agenda Item to find an alternative company to make the plaques for the "In God We Trust" and Oscar Garza's memorial at the Clocktower.

Mrs. Mary Jones suggested the City Manager make a statement regarding the Juneteenth holiday for the public's awareness.

Councilman Adkisson requested a Future Agenda regarding an update on the semi-trucks parking at the old Kmart parking lot.

**9. CLOSED SESSION**

1. REAL PROPERTY NEGOTIATIONS – Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: 100 E. Walnut Avenue (APN: 071-162-01s and 071-162-02s) located in the City of Coalinga on the corner of Elm and Walnut Avenues. CITY NEGOTIATORS: City Manager, Marissa Trejo, Assistant City Manager, Sean Brewer, and City Attorney, Mario Zamora. NEGOTIATING PARTIES: AMG & Associates. UNDER NEGOTIATION: Price and Terms of Payment

**10. CLOSED SESSION REPORT**

No reportable action taken in Closed Session.

**11. ADJOURNMENT 7:14 PM**

**APPROVED:**

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Ron Ramsey, Mayor

**ATTEST:**

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Shannon Jensen, City Clerk

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July 7, 2022

Date