

Minutes

CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA November 5, 2015

1. CALL TO ORDER

Mayor Ramsey called the meeting to order at 6:00 PM.

Council Members Present: Raine, Lander, Vosburg, Keough, Ramsey

Others Present: Interim City Manager Marissa Trejo, City Attorney David J. Wolfe, Assistant Community Development Director Sean Brewer, Senior Administrative Analyst Mercedes Garcia, Police Chief Michael Salvador, Acting Fire Chief Dwayne Gabriel, Police Lieutenant Blevins, City Treasurer Olga Keough, City Clerk Wanda Earls

There were no changes to the Agenda.

2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS (NONE)

3. CITIZEN COMMENTS (NONE)

4. PUBLIC HEARINGS (NONE)

5. CONSENT CALENDAR

Mayor Pro-tem Keough pulled item 5.4 and 5.5 for discussion.

Mayor Pro-tem Keough indicated that people were upset that the City is cutting down full-size trees.

Council Member Vosburg indicated the same that people want to keep the trees.

Assistant Community Development Director Brewer indicated direction was given by the Council to approve this project. The City hired an arborist who indicated the trees should be replaced.

Mayor Pro-tem Keough said that does not satisfy the public.

Council Member Vosburg said the public doesn't buy this.

Mr. Brewer indicated there is no way to keep these streets because they have lifted the sidewalk and there is not a satisfactory way to irrigate them. They will be replaced by 24-26" box trees. The existing trees are not secure and they are not healthy. The trees need to go.

Council Member Vosburg suggested halting the project.

Mr. Brewer said the project is already approved and is over 50% designed and under Construction Management. Caltrans has site requirements. Better trees will be planted. They are Chinese Pistachio and will be properly planted and maintained.

Council Member Vosburg asked for update on Item 7.

Acting Fire Chief Gabriel gave a brief summary on the Contract with ESO Solutions, Inc. for Web Based Fire and EMS Reporting Capabilities. Fire Departments are required to submit fire reporting statistics to the State quarterly. EMS reports are required to be submitted to the hospital when a patient is dropped off and then data is uploaded to the Central California EMS Authority for review and statistics. The FD currently uses Fire RMS by Zoli for reporting and CCEMSA provided by SIMON for software and notebook computers. The two systems do not integrate together so crews must duplicate data entries in both systems. The current billing system is paper-based so this is a third step for the same information. We have been plagued with problems concerning the Huron crews not being able to log into the City network to complete Fire RMS Reports. We have also had issues recently with the current software being unstable and losing reports.

Administrative staff time saved can be spent on quality control instead of manually preparing billing paperwork to be sent to NOVATO. This could ultimately lead to more revenue.

Motion to Approve Consent Calendar Items 1, 2, 3, 4, 5, 6 and 7 Made by Council Member Raine, Second by Council Member Lander. Motion Approved by Roll-call 5/0 Majority Vote.

1. Check Register: 09/01/2015 - 09/30/2015
2. Monthly Treasurer's Report - September 2015
3. Consideration of Bid Award for Creekside Estates Lift Station Improvements Project No. 15-003
4. Approval of City Engineer Construction Management Task Order for Elm Ave Phase 3 (Elm Ave from 7th to Polk & 5th Street from Forest to Elm Ave)
5. Approval of City Engineer Construction Management Task Order for Forest Street Phase 3 Street Improvement Project (3rd Street to 1st Street)
6. City Council Authorization to Prepare and Distribute a Request for Proposal to Undertake a Comprehensive Fee Study in Order to Analyze What the City is Charging for Services and Ensure that the City is Recovering its Costs Associated with those Services
7. City Council's Consideration and Approval to Enter into a Contract with ESO Solutions, Inc. for Web Based Fire and EMS Reporting Capabilities

6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS

1. Discussion, Direction and Potential Action Regarding Scheduling a Workshop with the Fire Department
Marissa Trejo, Interim City Manager

After brief discussion, the Fire Department Workshop was scheduled for December 10th at 5:30 PM at the Fire Department.

2. Approve Resolution No. 3699, of the City Council of the City of Coalinga Consenting to the Inclusion of Properties within the Territory of the City in the CMFA PACE Program; Authorizing the California Municipal Finance Authority to Accept Applications from Property Owners, Conduct Contractual Assessment Proceedings and Levy Contractual Assessments within the Territory of the City; and Authorizing Related Actions
Marissa Trejo, Interim City Manager

This program is at no cost to the City and authorizes the CMFA to accept applications from property owners, conduct contractual assessment proceedings and levy contractual assessments within the City and authorizing related actions and authorizes the Mayor or City Manager, or designee thereof, to execute all documents and take any actions necessary and appropriate to carry out the intent of this resolution.

- PACE is an innovative way to finance energy efficiency, water efficiency and renewable energy upgrades for residential and commercial buildings. Property owners who participate in the program repay the loans through a voluntary contractual assessment collected together with their property taxes. The loan is attached to the property rather than belonging to the individual. When the owner sells the property, the loan may be paid off during the sale or stay with the property to be paid off by the new owner who also benefits from the upgrades that were completed.

PACE financing enables individuals and businesses to defer the upfront cost of energy efficiency, water efficiency and renewable energy improvements. The loans are paid over a long period of time while energy costs are simultaneously lower, which typically provides the property owner with net savings. PACE overcomes challenges that have hindered adoption of energy efficiency and renewable energy measure for many property owners.

Motion to Approve Resolution No. 3699, of the City Council of the City of Coalinga Consenting to the Inclusion of Properties within the Territory of the City in the CMFA PACE Program; Authorizing the California Municipal Contractual Assessment Proceedings and Levy Contractual Assessments within the Territory of the City, and Authorizing Related Actions by Mayor Pro-tem Keough, Second by Council Member Vosburg. Motion Approved by a Roll-call 5/0 Majority Vote.

3. City Council's Consideration and Approval to Purchase One New 1/2 Ton Truck for the Surface Water Treatment Facility and Wastewater Treatment Facility
Brian Traylor, Chief Plant Operator

This new truck would replace the 1/2 ton Chevrolet Colorado that was a total loss after being involved in an accident in October 2013. The truck was never replaced but the City did receive insurance funds in the amount of \$12,410 in checks issued in December 2013. The replacement truck would be 1/2 ton chassis regular cab with a tow package.

The Wastewater Plants have a total of four trucks and one car. The newest vehicle is 2008 Chevy Aveo with 98,419 miles followed by a 2007 Ford Ranger with 114,882 miles, a 2007 Chevy 1500 with 119,507 miles and a 2000 Ford F150 with 154,715 Miles. The wear and tear placed on these vehicles from driving the heavily damaged road to the water plant several times a day has taken a heavy toll on them.

The cost of a new truck from the lowest bidder is \$24,870.11.

After discussion the Council voted (Lander made motion, Mayor Pro-tem Keough seconded the motion) to continue this item until after the Budget Session in January.

4. Discussion, Direction and Potential Action regarding a Three-Way Stop Sign and Cross Walk on Coalinga Street at Jackson
Michael Salvador, Police Chief

This was requested as a FAI by Council Member Raine for a Three-way Stop Sign and Cross Walk on Coalinga Street at Jackson.

Council Member Raine covered his reasons for requesting this FAI.

Police Chief Salvador indicated Public Works can do the crosswalk.

There was discussion about Monroe and Coalinga Streets, the Traffic Calming Measures Grant and possible additional grant and workshop.

The Consensus of the Council is for Mr. Brewer, PD and the city engineer to meet to consider the proposed recommendations through background assessments.

5. Consider approval, Resolution No. 3700, a Resolution of the City Council of the City of Coalinga Amending the City's License Fees for Dogs and Redemption Fees for Animals
Michael Salvador, Chief of Police

During the October 15th meeting, Council Member Raine requested that the animal control fee structure and procedure be examined, approved and returned for Council action.

The PD animal control fee structure was updated in March 2015 by Resolution No. 3886. This structure was generic in nature and made no provisions for micro chipping the animals. The fee structure also did not have provisions for repeat users/violators of the animal control system. There was no incentive program to encourage the use of micro chipping, spraying or neutering. Citizens had no incentive to use the City's licensing program. Resolution No. 3700 sets forth a new structure for Animal Control fees. If passed, there will be a tiered license fee that will encourage micro chipping and spray/neutering of animals to control population, there will be a tiered redemption fee schedule that will give a fee discount to spray, neuter and micro chip the animals. There is an incentive program built in for first time license applicants to have their license fees waived if the animals have been micro chipped, sprayed or neutered.

Motion to Adopt Resolution No. 3700, a Resolution of the City Council of the City of Coalinga Amending the City's License Fees for Dogs and Redemption Fees for Animals Made by Council Member Vosburg, Second by Council Member Lander. Motion Approved by a Roll-call 5/0 Majority Vote.

6. Police Department - Monthly Report
Police Chief Michael Salvador

Staffing Report:

The PD is authorized 21 sworn officers and is currently funded for 20 sworn for the current year. The status of personnel is the major challenge facing the Department. The Department is missing 2 valuable members due to injury. The Department could potentially lose an officer to the Kings County Sheriff's Office on a lateral transfer. The PD has zero fulltime officer vacancies with 3 people pending backgrounds for reserve officer and a temporary evidence technician candidate completing the hiring process.

UCR Part One Crimes:

Homicides -0-
Rapes -0-
Robbery -0-
Aggravated Assaults -6-
Simple Assaults -6-
Burglary -4-
Theft -6-
Auto Theft -5-

Overall Difference from October 2014 is 37.78% DECREASE

Animal Shelter:

Dogs 12
Cats 8
Skunk 1
Total 21 with 4 Owner Surrenders

Baker Museum Theft Case Yields an Arrest:

On 10-22-15 Sgt. Juan Cisneros made an arrest in the Baker Museum Case. Stephie McHeney was taken into custody on an outstanding warrant related to the theft case.

Investigations:

In the two weeks since we last reported, the investigations unit broke a major case. On my first hour on the job, the investigations unit and our entry team served a search warrant in the 500 block of E. Pleasant. The

unit seized 6 ounces of methamphetamine and took two subjects into custody. One of those subjects, Jesus Quintero was also wanted by State parole on a warrant. The operation took out a major street level narcotic dealing operation and conduit for stolen property in the Coalinga-Huron area.

The Chief thanks the Investigations Unit for all its hard work in this case.

Chief's Message:

I have started my 120 day plan to get involved in the community and get to know my agency. My thanks go out to all the people who attended the Meet the Chief event on October 20th and the Coffee with Cops event held on October 22nd. Our next "Coffee with Cops" event is scheduled for November 18th at Starbucks at 5:01 PM. I have started my business district walks and am trying to meet as many people as time will allow. I have received a warm welcome wherever I have been. I will be conducting interviews with my staff over the next month so the Department can begin the strategic planning process. As I settle in, please feel free to contact me by phone or email.

The Department has applied for a zero match grant from the NRA to improve departmental training. We have passed the first cut and hope to receive that grant in January.

I have reached out to all my colleagues in Fresno County and I am planning meetings with both the Sheriff and DA to discuss issues facing us both. I have joined all the Police Chiefs, DA and the Sheriff in writing a letter to the presiding judge of Fresno County asking that the County's bail schedule be evaluated and enhanced to assist us in keeping arrested suspects in custody.

As we approach the busiest shopping day of the year, Black Friday, I want to remind our citizens that the holiday season can be a time where property crimes and internet fraud increases. Tips were included in this report.

**7. Fire Department - Monthly Report
Acting Fire Chief Dwayne Gabriel**

Acting Chief Gabriel gave his report for the FD for the past month consisting of 202 calls, 6 fires, 174 medical, 15 good intent and 1 structure fire.

**8. Consider Approval, City of Coalinga City Manager Employment Agreement; Appointment of Marissa Trejo as City Manager
David J. Wolfe, City Attorney**

Human Resources Director Marissa Trejo has been the City's Human Resources Director since 2008. She is currently also serving as the Interim City Manager and served in that position on two prior occasions.

The Council has been searching for a new City Manager since Rene Ramirez resigned on March 24, 2015. Following a recruitment process, the Council is interested in appointing Ms. Trejo as the new City Manager.

This proposal is to appoint Ms. Trejo into a combined City Manager/Human Resources Director position. The annual salary for the combined position will be \$146,000. Previous City Manager's since 2009 have been paid an annual salary ranging from a low of \$120,000 to a high of \$198,450. The Human Resources Director position currently has an annual salary of \$108,484. Combining the positions will result in a substantial savings. Mr. Trejo has an established positive history with the City.

Mayor Pro-tem Keough indicated that Ms. Trejo has been doing both jobs for six months and she certainly has the ability to step up. Combining the two positions saves \$70,000 to the General Fund. Departments like her and she is fair.

Council Member Vosburg said Marissa stepped-up, she is a doer, she is proactive and she exhibits major trust which is extremely important.

Mayor Pro-tem Ramsey said he concurs with Mr. Keough. She beats hands down all those who applied. She has the ability to get people to do what she wants them to do.

Council Member Raine said he is in favor of what he sees from Ms. Trejo but would like the position to be interim for a longer period.

Motion to Appoint Marissa Trejo as City Manager and Approve City Manager Employment Agreement Made by Mayor Pro-tem Keough, Second by Council Member Vosburg. Motion Approved by a 4/1 Majority Vote. Raine Voted No.

7. ANNOUNCEMENTS

City Manager Trejo said there is a Workshop scheduled for December 3rd at 5:00 PM to cover goals/objectives of the City.

Also, there will be a Budget Review Session at 5:00 PM at the January Meeting.

Mayor Pro-tem Keough said the public is aware of lots of things including an issue in reference to surplus vehicles which were to be auctioned. Three employees and one council member purchased vehicles without the benefit of an auction.

He went to Supervisor Buddy Mendez and asked what he should do and he was told to go to the District Attorney because of a citizen's complaint.

The District Attorney called and said there was no criminal wrong doing but the Council did what was right.

He is not going to keep this from the public. The Council and City will move on from this issue but he will bring anything to the public's attention that is deemed of public concern.

Mayor Ramsey said November 11 is the Chamber of Commerce Veteran's Day parade at 11:00 AM. Bring your American Flags to Frame Park.

On Monday the City Manager and he went to Harris Ranch as guests of West Hills Community College. They introduced their new tech program.

Saturday is free dump day so clean-up around your house. Tires are also accepted - vehicle tires for \$5.00 and truck tires \$10.00. Thank you to Mid Valley for our Fall Clean-up Day.

Council Member Vosburg reminded everyone about Paws of Hope. He has already signed up his animal for the first trip.

Ms. Tanya Stolz and Henry Gonzales indicated that Paws of Hope is volunteer driven and donation ran. Paws of Hope in a collaboration with the Coalinga Woman's Club which allows the use of their non-profit status. Paws of Hope is also collaborated with the H.O.P.E. Foundation in Fresno. (Halt Overpopulation with Prevention and Education) which provides us with their spay/neuter services.

Twenty-five dogs will be taken to get fixed every month. You will drop off your fur baby one day and pick up the following day. There is a waiting list for the following month.

Please contact Tanya Stolz at tanyastolz@aol.com or henrylusi92@icloud.com or call 559 577-4294. A price list is available for those interested in taking advantage of this service.

The Woman's Club Flower Fete is on November 12th from 10:00 AM to 1:00 PM. Lunch will be served from 11:00 – 12:30; the price is \$8.00.

8. FUTURE AGENDA ITEMS

Council Member Vosburg wants a FAI updating the City's website and a FAI for Goals/Objectives.

Mr. Brewer reported the new website is on for the January Council Meeting.

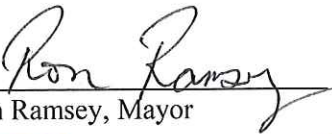
9. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 – 1 case

10. ADJOURNMENT

Mayor Ramsey adjourned the Council Meeting at 8:38 PM.

There was no indication of an announcement following Closed Session.


Ron Ramsey, Mayor


Wanda Earls, City Clerk

3-3-16
Date