



**July 25, 2023
MINUTES**

COUNCIL MEMBERS PRESENT:

Prado, Launer, Thusu, Reynosa

COUNCIL MEMBERS ABSENT:

Nerio-Guerrero

STAFF MEMBERS PRESENT:

Alaniz, Avila, James, Hurtado, Iriarte, Montejano, Solis, Watts, Webster, Yanez

1. Work Session - 6:00 PM

1.1. Dinuba General Plan Update - Informational Presentation

Mayor Reynosa opened the work session at 6:00 p.m.

Karl Schoettler, City Planner introduced Pam Richi, Planner/Project Manager with RRM Consultants. Richi introduced her team who made a presentation featuring key components of the General Plan update. The update interviewed other agencies that serve Dinuba to help gain knowledge about the community's issues and concerns.

Schoettler added that the General Plan update included key points such as the new high school, Dinuba's East Side, clean-ups to the general plan land use map, and pursuing grant funding. Karl advised that the presentation is available online.

Mayor Reynosa adjourned the work session.

2. OPENING CEREMONIES

2.1. Welcome and Call to Order

Mayor Reynosa called the meeting to order at 6:30 p.m.

2.2. Invocation

The invocation was led by Chaplain Susee.

2.3. Pledge of Allegiance

The pledge of allegiance was led by Park & Community Services Director Hurtado.

3. AGENDA CHANGES OR DELETIONS

To better accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code section 54954.2(b).

None.

4. REQUEST TO ADDRESS COUNCIL

This portion of the meeting is reserved for any person who would like to address the Council on any item that is not on the agenda. Please be advised that State law does not allow the City Council to discuss or take any action on any issue not on the agenda. The City Council may direct staff to follow up on such item(s). Speakers are limited to three (3) minutes. If there is any person wishing to address the City Council at this time please approach the podium and state your name and nature of the request.

Matthew Tuttle with the Office of California State Representative Devon Mathis approached the podium to introduce himself and make himself available to the city for any future needs.

5. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Council Member may request an item be removed from the Consent Calendar and it will be considered separately.

5.1. SUBJECT

Notice of Completion - Entertainment Plaza Restroom Improvements Project; State Project No. 18-54-004 (JW)

RECOMMENDATION

Council to accept the Entertainment Plaza Restroom Improvements Project as complete and authorize the City Engineer to file a Notice of Completion with the Tulare County Recorder's Office.

5.2. SUBJECT

Letter of Support for SB 231 - Department of Water Resources: water supply forecasting. (DJ)

RECOMMENDATION

Council to consider a letter of support for SB 231, "Department of Water Resources: water supply forecasting".

5.3. SUBJECT

Approval of City Council Meeting Minutes (MA)

RECOMMENDATION

Council to review and approve City Council meeting minutes of July 11, 2023.

5.4. SUBJECT

Award of Contract to On Top Roofing for the Dinuba Senior Center Re-Roof Project (JW)

RECOMMENDATION

Council to award the contract for the Dinuba Senior Center Re-Roof Project to On Top Roofing in the amount of \$121,174.00 and authorize the City Manager or designee to execute the contract documents.

5.5. SUBJECT

Resolution No. 2023-40 Approving Fiscal Year 2023-24 Salary Schedule (MA)

RECOMMENDATION

Council to adopt Resolution No. 2023-40 Approving the Fiscal Year Salary Schedule for compliance with the Public Employee's Retirement Law.

5.6. SUBJECT

Authorization to Purchase John Deere Compact Excavator (GA)

RECOMMENDATION

Council to authorize the purchase of a new John Deere 50G Compact Excavator in the amount of \$92,470 from Pape Machinery and authorize the City Manager or designee to execute the purchase.

5.7. SUBJECT

Resolution No. 2023-39 Authorizing Execution of Program Supplement for the Construction of the Alta Avenue and Kamm Avenue Roundabout Project (GA)

RECOMMENDATION

Council to adopt Resolution No. 2023-39 authorizing the City Manager or its designee to execute the Program Supplement Agreement and future program Supplement Agreements with the California Department of Transportation (Caltrans) for the Alta Avenue and Kamm Avenue Roundabout Project.

A motion was made by Council Member Launer, second by Council Member Thusu, to review and approve the Consent Calendar as presented.

Ayes: Launer, Prado , Reynosa, Thusu
Absent: Nerio-Guerrero

6. WARRANT REGISTER

6.1. SUBJECT

Warrant Register July 14, & 21, 2023 (KS)

RECOMMENDATION

Council to review and approve the Warrant Register as presented.

A motion was made by Council Member Launer, second by Council Member Prado , to review and approve the Warrant Register as presented.

Ayes: Launer, Prado , Reynosa, Thusu
Absent: Nerio-Guerrero

7. PUBLIC HEARING

7.1. SUBJECT

Public Hearing on Potential Programs or Projects for Inclusion in 2023 Community Development Block Grant (CDBG) Funding Application (GA)

RECOMMENDATION

Council take the following action by one motion:

1. Conduct a public hearing and receive public comment on potential programs and projects to be included in the funding application for the 2023 Community Development Block Grant (CDBG) program; and,
2. Provide direction to staff on the programs and projects to include in the 2023 Community Development Block Grant (CDBG) grant application.

Interim Public Works Director Avila reported that the California Department of Housing and Community Development will soon announce the availability of grant funds for the 2023 Community Development Block Grant (CDBG) Program. Staff is conducting the required outreach and public hearing to be in the best position to apply for funding when funds become available. Staff recommends funds be applied to the P Street water and sewer project.

Mayor Reynosa opened the public hearing.

No comment was made.

Mayor Reynosa closed the public hearing.

A motion was made by Council Member Launer, second by Council Member Thusu, to provide direction to staff on the programs and projects to include in the 2023 Community Development Block Grant (CDBG) grant application.

Ayes: Launer, Prado , Reynosa, Thusu
Absent: Nerio-Guerrero

7.2. SUBJECT

Public Hearing on Potential Programs or Projects for Inclusion in Community Development Block Grant (CDBG) Program Income Funding Application (GA)

RECOMMENDATION

Council by one motion take the following action:

1. Conduct a public hearing and receive public comment on potential programs or projects to be included in a program income application to the Community Development Block Grant (CDBG) Program; and,
2. Provide direction to staff regarding the scope of the program income application.

Interim Public Works Director Avila reported that the City of Dinuba applied and received Community Development Block Grant (CDBG) program income funds to fund the First-Time Homebuyer Downpayment Assistance Program and the Housing Rehabilitation Program. The city currently has \$600,000 in program income that is available for reuse. Based on the staff's internal discussion and initial outreach, it is recommended that the City Council consider the submittal of an application for up to \$600,000 for the "Rose Ann Vuich Park Improvements" project including a picnic pavilion, restrooms, and a sister city commemorative area.

Mayor Reynosa requested that restrooms take priority in this project.

Mayor Reynosa opened the public hearing.

No comments were made.

Mayor Reynosa closed the public hearing.

A motion was made by Council Member Prado , second by Council Member Launer, to provide direction to staff regarding the scope of the program income application.

Ayes: Launer, Prado , Reynosa, Thusu
Absent: Nerio-Guerrero

8. DEPARTMENT REPORTS

8.1. SUBJECT

Adopt 2023 Water and Sewer Rates and set Proposition 218 Public Hearing Date (GA)

RECOMMENDATION

Council by one motion take the following actions:

1. Adopt final 2023 Water and Sewer Rate Study Report as prepared by Willdan Financial Services; and
2. Set a public hearing date for September 26, 2023, to accept public comment on proposed changes to water and sewer rates in compliance with Proposition 218; and
3. Authorize staff to mail public hearing notice to all Dinuba water and sewer customers.

Interim Public Works Director Avila recommended that the council adopt the 2023 Water and Sewer Rates and set a Proposition 218 Public Hearing Date. Avila advised that the selected rates are the best option to meet current and future city needs.

A motion was made by Council Member Launer, second by Council Member Prado , to adopt final 2023 Water and Sewer Rate Study Report as prepared by Willdan Financial Services; and set a public hearing date for September 26, 2023, to accept public comment on proposed changes to water and sewer rates in compliance with Proposition 218; and authorize staff to mail public hearing notice to all Dinuba water and sewer customers.

Ayes: Launer, Prado , Reynosa, Thusu
Absent: Nerio-Guerrero

8.2. SUBJECT

Authorization to Award a Professional Services Agreement to Sweeping Corporation of America for Street Sweeping Services (GA)

RECOMMENDATION

Council to approve Professional Services Agreement with Sweeping Corporation of America in the amount \$186,650 for city street sweeping services and authorize the City Manager or designee to execute the agreement.

Interim Public Works Director Avila recommended that the council approve the Professional Services Agreement with Sweeping Corporation of America in the amount of \$186,650 for city street sweeping services. Service will include residential sweeping twice per month and the downtown area three times per month, including quarterly sweeping of medians effective August 1, 2023. Avila reported that the Utility Worker currently assigned to street sweeping will be transferred to the street crew.

A motion was made by Council Member Thusu, second by Council Member Launer, to approve the Professional Services Agreement with Sweeping Corporation of America in the amount of \$186,650 for city street sweeping services and authorize the City Manager or designee to execute the agreement.

Ayes: Launer, Prado , Reynosa, Thusu
Absent: Nerio-Guerrero

8.3. SUBJECT

Resolution No. 2023-41 Approving the Public Safety Commission Ten-Year Financial Plan (KS)

RECOMMENDATION

Council to adopt Resolution No. 2023-41 approving the Public Safety Commission Ten-Year Financial Plan.

Administrative Services Director Solis presented Resolution No. 2023-41 approving the Public Safety Commission ten-year financial plan. The financial plan balances the current needs of the Police and Fire departments with the available funds from this measure. Solis reported that the original resolution

included a 10-year plan and was voted for in 2005. Solis advised that Council approves the expenditures with the budget annually. Solis advised that the plan is adjustable, as needed with council approval.

A motion was made by Council Member Thusu, second by Council Member Launer, to adopt Resolution No. 2023-41 approving the Public Safety Commission Ten-Year Financial Plan.

Ayes: Launer, Prado , Reynosa, Thusu

Absent: Nerio-Guerrero

9. MAYOR/COUNCIL REPORTS

Council Member Prado reported attending the Dinuba High School football fundraiser. Prado will attend tomorrow's EDC meeting.

Council Member Launer reported attending the League of California Cities Division meeting where the topic was Public Awareness. Launer reported that on Thursday the Kings/Tulare Aging Agency is putting together resources to help consolidate services for seniors.

Mayor Reynosa reported attending the League of California Cities Division meeting.

Council Member Thusu reported that he has been participating in the Revenue Taxation Committee for nine years. Thusu reported that the League continues to discuss sales tax revenue options.

10. CITY MANAGER COMMUNICATIONS

Assistant City Manager James reported that the Chipotle broker is planning on submitting formal plans within two weeks. James shared that Superior Grocers has begun renovations.

James reported that City Manager Patlan is out this week.

11. CITY STAFF COMMUNICATIONS

City Attorney Yanez reported that the Shopping Cart Ordinance will be presented at the next Council meeting. Yanez encourages the Council to attend the annual League of California Cities Conference.

Director Solis reported that Finance is in the process of hiring a Part Time Billing Clerk and is currently recruiting for a Full Time Billing Clerk.

Interim Public Works Director Avila reported that his department is recruiting for a Building Official and Code Enforcement Officer. Avila reported that staff is working on a Ponding Basin Improvement program.

Engineer Watts reported working on the Saginaw Basin water storage and will focus on the Pamela Basin next. Watts reported that the KC Vista Basketball Courts project has begun. The Street Rehab project slurry seal is underway throughout town starting Friday. The Kamm and Alta project is currently out to bid and is coming to the Council on August 22, 2023.

Director Hurtado reported that her department is wrapping up the Summer Fun and Aquatics programs. Hurtado reported that the BBQ event will be advertised on the radio starting tomorrow. Hurtado has been working with CSET for project grant funding.

Fire Chief Webster reported responding to a record breaking 57 service calls last Thursday. Webster reported that a New Hire Academy started this Friday, and his department has multiple ongoing recruitments.

Police Chief Iriarte reported that staff have been busy on calls for service. Iriarte reported ongoing recruitment and possible internal promotions.

City Clerk/Human Resources Director Alaniz reported working on multiple recruitments.

Billing/Collection Supervisor Montejano shared CSET will be hosting a Utility Assistance Workshop on August 8, 2023, at the Council Chamber.

12. ADJOURNMENT

Mayor Reynosa adjourned the meeting at 7:49 p.m.