



**CITY OF AVENAL**  
**JOINT MEETING OF THE AVENAL CITY COUNCIL/SUCCESSOR AGENCY**  
**THURSDAY, JUNE 14, 2018; 6:00 P.M.**  
**AVENAL THEATER, 233 E. KINGS ST.; AVENAL, CA 93204**

**MINUTES**

Mayor Preciado called the meeting to order at 5:16 p.m.

**Council Members Absent: Mayor Pro Tem Ovalle, Councilmember Moreno.**

**Staff Present: Whitten, Ortiz, Perkins, Santillan, Mora, Stivers, Lopez.**

**Legal Counsel: Kenneth Jorgensen .**

**PLEDGE OF ALLEGIANCE: Led by Mayor Preciado.**

**ROLL CALL: Councilman Gravelle, Councilmember Woolley, Mayor Preciado.**

**CITY CLERK:** Government Code Section 54952.3: The members of the City Council, Successor Agency and Housing Authority are entitled to receive a total of \$300.00 per month as a result of being elected to the City Council. They receive no other compensation for sitting as a member of Successor Agency and Housing Authority.

**The City Council went into Closed Session at 5:17 p.m.**

**CLOSED SESSION: (City/Successor Agency):**

**A. PENDING LITIGATION (Government Code § 54956.9).**

*It is the intention of this governing body to meet in closed-session concerning:*

Conference with legal counsel – Deciding whether or not basis exists for closed-session for anticipated litigation (Government Code § 54956.9(d) (3)).

Number of potential cases is: 1.

**B. PERSONNEL (Government Code § 54957(b)).**

*It is the intention of this governing body to meet in closed-session concerning:*

Consider Public Employee Performance Evaluation for the Position of: Administrative Analyst.

**C. CONFERENCE WITH LABOR NEGOTIATOR(S) (Government Code § 54957.6).**

*It is the intent of this governing body to meet in closed-session to review its position and to instruct its designated representatives:*

Designated representatives: City Employees/APOA

**D. CONFERENCE WITH REAL PROPERTY NEGOTIATOR(S) (Government Code § 54956.8).**

*It is the intent of this governing body to meet in Closed Session to confer with its real property negotiator(s) concerning the purchase, sale, exchange or lease of real property by or for this local agency as follows:*

Property Description: APN: APN: 040-165-007

Negotiator(s): City Manager/City Attorney/CrisCom.

Party with whom negotiating: State of California, Judicial Council.

Instructions to negotiator concerning: Terms

***The City Council meeting reopened at 6:37 p.m. with action to report as follows:***

**RESOLUTION NO. 2018-24: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AVENAL AMENDING THE CURRENT APPROVED POSITION/JOB TITLE FROM FINANCE/PERSONNEL/RISK MANAGER DIRECTOR TO DIRECTOR OF ADMINISTRATIVE SERVICES. A motion made by Mayor Preciado, seconded by Councilman Gravelle and carried.**

**Roll Call Vote:**

**AYES:** Preciado, Gravelle, Woolley.  
**NOES:** None.  
**ABSENT:** Ovalle, Moreno.  
**ABSTAIN:** None.

**CONSENT CALENDAR:**

*All items listed under the consent calendar are considered to be routine and enacted by one motion: (Action)*

- A. Consider City of Avenal/Successor Agency – Approval of Minutes for May 7, 2018 & May 10, 2018.

A motion to approve the Consent Calendar was made by Councilmember/Successor Agency Member Woolley, seconded by Councilman Gravelle and carried.

**Roll Call Vote:**

**AYES:** Woolley, Gravelle, Preciado.  
**NOES:** None.  
**ABSENT:** Ovalle, Moreno.  
**ABSTAIN:** None.

**MAYOR & COUNCIL MEMBER/ SUCCESSOR AGENCY/ITEMS FOR CONSIDERATION:**

- A. None.

**PUBLIC COMMENT/ANNOUNCEMENTS & UNSCHEDULED APPEARANCES:**

Antony Lopez, Associate Planner, announced the following: 1) the City was awarded the Tree Releaf Grant and will receive 155 trees to be planted across town; and, 2) the City was awarded the PetSmart Grant for \$18,000.00 to add a Kennel Technician. It will fund a part-time position that will benefit the Animal Control Department. Ms. Whitten, thanked Mr. Lopez for his work to secure the grants.

Shelia Verdugo, Community Activities Supervisor, stated that she was approached by a young man, Alexander Balderas, in the park regarding drinking fountains in the park. Mrs. Verdugo told him that he needed to come to the City Council and voice his concerns regarding the drinking fountains. Mr. Balderas was unable to address the Council directly as he had lost his voice but was present.

Councilmember Gravelle asked whether the water fixtures were fixed at the school sites. He thought the Recreation Center water bottle filling station was on the outside of the building, but was informed that there in the inside of the Rec-Center. Ms. Whitten mentioned that there were two drinking fountains but they were removed due to abuse. We can research possibly reinstalling them.

**ACTIVITY REPORTS/SPECIAL PRESENTATIONS AND COMMITTEE REPORTS:**

A. Activity Reports:

- 1) Public Works/Building/Code Enforcement/Animal Control Departments Activity Report: Rob Williams, Public Works Director;

Arturo Mora, Public Works Crew Leader, reported the following: 1) Building; 2) Code Enforcement; 3) Parks & Landscape; 4) Animal Control; 5) Streets; 6) Water Distribution; 7) Wastewater Collection; and, 8) Vehicle, Equipment & Building Maintenance.

- 2) Community Activities Report: Sheila Verdugo, Community Activities Supervisor.

Sheila Verdugo, Community Activities Supervisor, reported the following: 1) Dance Class; 2) Karate; 3) Zumba; 4) Events – Movies, Old Timer’s Days, Week of the Young Child & Tea Time; 5) Upcoming events – Kidz Spot begins June 18<sup>th</sup> through August 3<sup>rd</sup>, Anna has planned field trips, weekly trips to library and pool and to end the season with a water day. Also working with KART for transportation to Hanford Plunge or Visalia Roller Town; and, 6) Collaborations: UCCE – Farmers Market, Tobacco Coalition - Youth Coalition, Behavioral Health – Mental Health Month, Theater – Movies Programs, Mexican Consult, and the Wonderful Company.

**B. Special Presentations/Requests:**

- 1) None.

**PUBLIC HEARING(s):**

- A. None.

**OLD BUSINESS:**

- A. None.

**NEW BUSINESS:**

- A. Consider Awarding Bid for Sanitary Sewer Collection System Closed Circuit Television (CCTV) Inspection Services:

Alfonso Manrique, PE, AM Consulting Engineers, Inc., stated the purpose of this Staff Report is to summarize the bid results received from contractors to perform CCTV and hydrocleaning inspections of approximately 92,345 linear feet of existing sewer collection mains located in Avenal. A Request for Proposals (RFP) was sent to qualified contractors with a background in CCTV inspection. A total of four bids were received in response to the RFP. The individual bidding packages are included in Attachment B. The bid results were as follows:

<b>Contractor</b>	<b>Bid Amount</b>
National Plant Services, Inc.	\$120,048.50
Video Inspection Specialists	\$147,752.00
Murgreen Environmental Co.	\$175,455.50
Nor-Cal Pipeline Services	\$177,560.13

After reviewing the contractors' scope of work and qualifications, it is recommended that the City award the project to National Plant Services, Inc. for \$120,048.50.

After a brief discussion the following action was taken:

**RESOLUTION 2018-25: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AVENAL AWARDING THE SANITARY SEWER COLLECTION SYSTEM CLOSED CIRCUIT TELEVISION (CCTV) INSPECTION SERVICES TO NATIONAL PLANT SERVICES, INC. AS PART OF THE PROPOSITION 1 FEASIBILITY STUDY (GRANT) FOR "WASTEWATER TREATMENT PLANT AND SEWER COLLECTION SYSTEM IMPROVEMENTS".**

**Roll Call Vote:**

**AYES:** Woolley, Gravelle, Preciado.  
**NOES:** None.  
**ABSENT:** Ovalle, Moreno.  
**ABSTAIN:** None.

- B. Consider Formal Acceptance of the City's Fiscal Year 2016/17 Financial Audit:

Dawn Perkins, CPA, Administrative Analyst, stated that Mr. Ivan Sotomayor, CPA, with Sotomayor & Associates, CPA, the City's independent auditor, reviewed the FY 16/17 Financial Statements/Audit with the Council/Agency/Authority Members at the scheduled Study Session prior to the May 24, 2018, Joint City Council/Successor Agency/PFA meeting.

Staff recommends, by motion, formal acceptance of the Fiscal Year 2016/17 Financial Statements/Audit.

**A motion was made by Councilman Gravelle to formally accept the Fiscal Year 2016/17 Financial Statements/Audit, seconded by Councilmember Woolley and carried.**

**Roll Call Vote:**

**AYES:** Gravelle, Woolley, Preciado.  
**NOES:** None.  
**ABSENT:** Ovalle, Moreno.  
**ABSTAIN:** None.

C. Consider Fiscal Year 2017/18 - Year End Budget Revisions:

Ms. Perkins stated that the City Council fiscal budget year-end revisions must be approved prior to June 30, 2018. Staff has reviewed the Fiscal Year 2017/18 budget and there is one recommendation to increase the Finance Department budget due to a Retrospective Adjustment to Workers' Compensation and an increase in unemployment costs this year. All other departments can be addressed within the department funds for the General and Enterprise Fund expenditure accounts. Also, requesting that the City Council authorize Staff to adjust the revenues at fiscal year-end to reflect the actual revenues received and adjust the expenditures within the budgeted funds. Staff is also requesting authorization to adjust the revolving funds as needed throughout the year. (*Revolving Accts. consist of CDBG, HOME, Ca/Home Grants, and Recreation self-supporting programs, Explorers, and Police Activity League, etc.*)

Staff recommends that by motion, authorize the City Manager to increase the Finance Department budget in the amount of \$68,015.00, due to a retrospective adjustment for Workers' Compensation and an increase in unemployment benefits paid out. Also, by motion, authorize the City Manager to utilize the remaining departmental budgets in the best interest of the City, within the departments approved bottom line budgeted Fund amounts as approved by the City Council, and further authorize the year-end Fiscal Year 17/18 budget revisions (revenues and revolving accounts) as needed and/or required after closure of Fiscal Year 17/18.

**A motion was made by Councilmember Woolley to authorize the City Manager to increase the Finance Department budget in the amount of \$68,015.00, due to a retrospective adjustment for Workers' Compensation and an increase in unemployment benefits paid out; and, authorize the City Manager to utilize the remaining departmental budgets in the best interest of the City, within the departments approved bottom line budgeted Fund amounts as approved by the City Council, and further authorize the year-end Fiscal Year 17/18 budget revisions (revenues and revolving accounts) as needed and/or required after closure of Fiscal Year 17/18. And seconded by Councilman Gravelle and carried.**

**Roll Call Vote:**

**AYES:** Woolley, Gravelle, Preciado.  
**NOES:** None.  
**ABSENT:** Ovalle, Moreno.  
**ABSTAIN:** None.

D. Consider Transfer of Monies to CIP Fund:

Ms. Perkins stated that at the April 11, 1996 meeting, the City Council authorized staff to establish and implement a Capital Project Fund which would identify the Capital Project needs of the City and assist each department's budget save for long term capital projects that could not normally be funded in a fiscal year.

Staff, at this time, is requesting Council's consideration and approval to transfer monies into the City of Avenal's CIP Fund for future capital improvements as noted in Exhibit "A". Also, any future expenditures/draw down requests would require Council's approval.

**CAPITAL IMPROVEMENT PROJECTS  
 FISCAL YEAR 2017/2018**

**EXHIBIT "A"**

**General Fund:**

<b>ACCT.</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
10.18000.726	Air Compressor	\$20,000.00
10.09000.726	Incinerator	\$5,000.00
10.12500.727	Police Vehicles	\$50,000.00
10.08000.726	Light Towers	\$18,000.00
10.08100.725	Rice Park Restroom	\$50,000.00
10.12500.727	East Wing Renovation	\$40,000.00
10.12500.727	APD Building Improvements	\$20,000.00
<b>TOTAL :</b>		<b>\$203,000.00</b>

**Enterprise Fund:**

<b>ACCT.</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
*14.14000.726	Machinery WWTP	\$71,000.00
15.15000.725	Sewer Line Infrastructure	\$20,000.00
15.15100.726	Auger Monster & Railing	\$17,000.00
15.15100.726	Clarifier Blasting & Coating	\$5,000.00
15.15100.726	Basin Slide gate & RAS valves	\$8,000.00
14.14000.726	Rebuild Aerator	\$7,500.00
<b>TOTAL :</b>		<b>\$128,500.00</b>

*Plant #1 Filter Rebuild	\$12,500
*Plant #1 South Clarifier Re-coat	\$10,000
*Plant #2 Filter Rebuild	\$ 9,000
*Plant #2 Filter Re-coat	\$ 4,000
*Plant #2 Tube Settler Replacement	\$12,500
*3 year & 5 year Risk Mgmt. plan	\$ 3,000
*Tank #1 Blasting and Re-coat	\$ 5,000
*Tank #3 & #6 Blasting & Coating	\$15,000

**A motion was made by Councilmember Woolley to approve said transfer of monies into the CIP Fund. (Only if monies are available on June 30, 2018), seconded by Councilman Gravelle and carried.**

**Roll Call Vote:**

**AYES:** Woolley, Gravelle, Preciado.  
**NOES:** None.  
**ABSENT:** Ovalle, Moreno.  
**ABSTAIN:** None.

**E. Consider Adoption of Sustainable Communities Grant Final Report:**

Fernando Santillan, Community Development Director, stated that in 2015, City staff began a three-year long effort to update the Avenal General Plan, a project which was funded by a Sustainable Communities Grant from the Strategic Growth Council and the Department of Conservation. The project included enhancements to the General Plan that focused on sustainability, as well as a series of stand-alone Sustainability Implementation Programs which

addressed recent changes in State law and helped us comply with new policies from the US Bureau of Reclamation. These programs included a Water Management Plan (adopted December 2015), Active Transportation and Safe Routes to School Plan (adopted December 2016), and an Economic Development Plan (adopted October 2017).

He continued that in order to close-out the grant, the CA Department of Conservation requires the Final Progress Report be adopted and certified as accurate. At this time, all deliverables have been submitted by staff to the Department of Conservation and the City has received payment from the State for all invoices except the final 10% holdback amount, pending the Final Progress Report submission.

Staff recommends approval of the attached resolution which approves, adopts, and certifies as accurate, the contents of the City of Avenal's Final Progress Report for the 2014 California Sustainable Communities Planning Grants and Incentives Program.

**After a brief discussion, the following action was taken:**

**RESOLUTION 2018-26: A RESOLUTION OF THE AVENAL CITY COUNCIL ADOPTING AND CERTIFYING THE CITY OF AVENAL'S FINAL PROGRESS REPORT FOR THE 2014 CALIFORNIA SUSTAINABLE COMMUNITIES PLANNING GRANTS AND INCENTIVES PROGRAM. A motion was made by Councilman Gravelle, seconded by Councilmember Woolley and carried.**

**Roll Call Vote:**

**AYES:** Gravelle, Woolley, Preciado.  
**NOES:** None.  
**ABSENT:** Ovalle, Moreno.  
**ABSTAIN:** None.

**CORRESPONDENCE/ANNOUNCEMENTS/CLOSING COMMENTS:**

Mayor Preciado commented on the following: 1) Farmers Market; 2) Trails Committee meeting; and, 3) CAC meeting.

**ADJOURNMENT.**

There being no further business, the City Council meeting was adjourned at 7:17 p.m.

Respectfully Submitted,

Maria Ortiz, City Clerk