

**Joint City Council/\*Redevelopment Agency Regular Meeting  
February 1, 2006**

**CALL TO ORDER**

Mayor/Chairman Richard Ortiz called the Joint City Council/Redevelopment Agency Regular Meeting to order at 6:31 p.m.

**PLEDGE OF ALLEGIANCE**

Public Works Director Clif Price led the Pledge of Allegiance.

**PEACEBUILDERS' PLEDGE**

Mayor/Chairman Ortiz led the Peacebuilder's Pledge.

**ROLL CALL**

Present when the meeting was called to order were: Councilmembers/Agencymembers Christopher Bourke, Stefanie De La Rosa, Patricia Stephens and Mayor/Chairman Richard Ortiz.

Mayor Pro Tem/Vice Chair Saavedra arrived at 6:33 p.m.

**MAYOR'S/CHAIRMAN'S REPORT**

None

**COUNCILMEMBER'S/AGENCYMEMBER'S ANNOUNCEMENTS**

Councilmember/Agencymember Stephens stated she attended the Goal and Objective setting session held the previous Tuesday.

Councilmember/Agencymember Bourke stated that he attended the Goal and Objective setting session and also reminded the public about the Soledad-Mission Chamber of Commerce Annual Awards Banquet to be held on Friday, February 17<sup>th</sup>.

**COUNCILMEMBER'S/AGENCYMEMBER'S PRAISES**

Councilmember/Agencymember De La Rosa praised the Police Department for their successful activities the prior weekend.

Councilmember/Agencymember Stephens praised the department managers for participating in the goal and objective setting session.

Councilmember/Agencymember Bourke thanked the department managers for their contributions at the goal setting session, and thanked various local agencies for their assistance and contributions to the community.

**PRESENTATIONS**

**Employees of the 4<sup>th</sup> Quarter:**

Finance Officer Smith addressed the Council and stated that one of the goals of City was to attract and retain quality staff and recognize the employees' contributions to the City each quarter. Finance Officer Smith stated that each Department Director will make a presentation.

➤ **Carla Stewart**

City Manager Chapa introduced Carla Stewart, who works as the Secretary to the City Manager. As the Secretary to the City Manager, she stated that Carla keeps the City Manager, Mayor and Council members moving forward and on time. She indicated that Carla is well liked and fits in well with the rest of the staff and is a definite team player, a quick learner and has adapted well to her position.

➤ **Jorge Alvarado**

Lt. Jaime Fernandez introduced Officer Jorge Alvarado. He stated that this was his second nomination this past year. Officer Alvarado joined the Police Department in February 2005 and continues to grow and improve and has demonstrated an excellent attitude and relationship with his co-workers and superiors.

➤ **Aureliano (Junior) Aguayo**

Public Works Director Price addressed the Council and stated that Junior was unable to attend the meeting that evening. Junior was hired as Maintenance Worker in the summer of 2005. He stated that his co-workers consider him to be a team player with an outstanding work ethic, dependable, loyal and willing to go "above-and-beyond" to help.

City Manager Chapa stated that the Employees of the Quarter will be recognized with a luncheon on Monday, February 13<sup>th</sup>.

**Employee of the Year:**

➤ **Frank Trevino**

City Manager Chapa asked that the award be continued to the next meeting due to the fact that Frank had a family matter he had to attend to and was unable to attend the meeting. She also indicated that Frank will be recognized at the Chamber of Commerce Awards Banquet on February 17<sup>th</sup>.

Councilmember/Agencymember Stephens asked that Public Works Director Price make the presentation for the public so they know who received the award.

Public Works Director Price stated that based on the nominations received from City employees, the Employee of the Year 2005 is Frank Trevino, Foreman. Frank was hired as a Maintenance Worker in March 1975 and last January he was promoted to Foreman. During his time with the City, Frank has performed numerous duties and has a pesticide certificate. He also holds a level 1 street marking and sign certificate. Some of the comments made by employees are that he is dedicated, hard working, dependable, always willing to help and is humorous and pleasant to be around. Public Works Director Price stated that Frank will be formally issued a certificate at the next Council Meeting.

Mayor/Chairman Ortiz asked for a brief recess to congratulate the recipients.

**PUBLIC COMMENT**

Jorge Guzman, Soledad School District, Superintendent of Schools. He stated that the timing for lifting the moratorium is wonderful and very important for their new school. He acknowledged the efforts the Council was making and stated the District was making great progress with their new school, which they should be able to occupy by the end of April. He stated they were looking forward to the actions the Council would be taking that night, on behalf of the residents and students.

**CONSENT CALENDAR**

**Item # 1: Approval of Minutes**

\* Redevelopment Agency Regular Meeting Minutes February 23, 2005

\* Redevelopment Agency Regular Meeting Minutes March 23, 2005

City Council Special Meeting and City Council Regular and \*Redevelopment Agency Special Meeting Minutes December 21, 2005

City Council Special Meeting Minutes (Goals) January 24, 2006

**Item #2: Approval of Warrants**

#37791 - #37888

**ITEM #3 WAS PULLED FROM THE CONSENT CALENDAR BY CITY MANAGER/EXECUTIVE DIRECTOR CHAPA**

**Item #3: Resolution No. 3727**, "Accepting the Subdivision Improvements for Village 'H' the Pinnacles Phase IV."

**ITEM #4 WAS PULLED FROM THE CONSENT CALENDAR BY CITY MANAGER/EXECUTIVE DIRECTOR CHAPA**

**Item #4 Ordinance No. 626**, "Adding Section 13.04.091 'Unauthorized Collection of Recyclables and Other Items for Collection' to Division 1, Garbage, Chapter 13.04, 'Collection and Disposal' of the Soledad Municipal Code." (1st reading)

**Item #5** Consider Making a Recommendation to the Soledad Correctional Training Facility Warden for an Appointment of Honorio Della to Fill a Vacant Position on the Citizen's Advisory Committee for the Correctional Training Facility State Prison

**MOTION: The Consent Calendar (Items # 1, 2 and 5) was approved by a unanimous vote on a motion made by Mayor Pro Tem/Vice Chair Saavedra and second by Councilmember/Agencymember De La Rosa.**

**ITEM #3 WAS PULLED FROM THE CONSENT CALENDAR BY CITY MANAGER/EXECUTIVE DIRECTOR CHAPA**

**Item #3: Resolution No. 3727**, "Accepting the Subdivision Improvements for Village 'H' the Pinnacles Phase IV."

**MOTION: Resolution No. 3727 was continued to the meeting of February 15<sup>th</sup> by a unanimous vote on a motion by Councilmember/Agencymember Stephens and a second by Councilmember/Agencymember Bourke.**

**ITEM #4 WAS PULLED FROM THE CONSENT CALENDAR BY CITY MANAGER/EXECUTIVE DIRECTOR CHAPA**

**Item #4** Ordinance No. 626, “Adding Section 13.04.091 ‘Unauthorized Collection of Recyclables and Other Items for Collection’ to Division 1, Garbage, Chapter 13.04, ‘Collection and Disposal’ of the Soledad Municipal Code.” (1st reading)

Councilmember/Agencymember De La Rosa asked how the City was going to educate the public on the new ordinance. Community Development Director Fleming stated staff planned to put the information on the website, in the newspaper, on the access channel and also violators would receive a warning the first time.

Mayor Pro Tem/Vice Chair Saavedra suggested distributing flyers to each home in both English and Spanish. Councilmember/Agencymember Bourke also suggested including the information on the water bills in both English and Spanish.

Councilmember/Agencymember De La Rosa also suggested that the garbage company attach something to each receptacle with the information.

**MOTION: Ordinance No. 626, “Adding Section 13.04.091 ‘Unauthorized Collection of Recyclables and Other Items for Collection’ to Division 1, Garbage, Chapter 13.04, ‘Collection and Disposal’ of the Soledad Municipal Code”, was passed by a unanimous vote and read by title only on a motion made by Councilmember/Agencymember De La Rosa and a second by Councilmember/Agencymember Bourke.**

**PUBLIC HEARINGS**

**Item #6:** Ordinance No. 625, “Authorizing the Execution of a Development Agreement between the City of Soledad and C. H. Builders, Inc., for the Miravale II Subdivision.” (2<sup>nd</sup> Reading)

**Staff Presentation**

Community Development Director Fleming stated that the hearing was the second reading and that the Planning Commission, the previous evening, acted unanimously to adopt the ordinance and staff was also recommending adoption.

**Open of Public Hearing**

Chris Colston, Matthew Homes. Mr. Colston stated he was there to answer any questions that the Council/Agency might have.

**Close of Public Hearing**

Seeing there were no more comments, Mayor/Chair Ortiz closed the hearing to the public.

City/Agency Attorney Rodriquez informed the Council/Agency that he had distributed attachment A, “Impact Fees”, prior to the meeting which would not hold up their consideration for approval since the actual ordinance they were considering would not be effective for thirty days, which provides staff with enough time to finalize the map.

Mayor/Chairman Ortiz stated that the Council/Agency had not had a lot of time to review the development fees. City/Agency Attorney Rodriguez stated that the fees had already been in place and was not anything that should be unfamiliar to the Council/Agency.

City Manager/Executive Director Chapa stated that she had received a letter addressed to the City Manager regarding Miravale from MST (Monterey-Salinas Transit).

Community Development Director Fleming stated that he had also received two letters, one from Monterey County Water Resources Agency and the Soledad Cemetery District.

**MOTION: Ordinance No. 625 was passed by a unanimous vote on a motion made by Councilmember/Agencymember Stephens and a second by Mayor Pro Tem/Vice Chair Saavedra.**

**Item #7: Resolution No. 3728, “Announcing Findings and Recommending Approval of General Plan Amendment No. 2006-01 to Amend Figure V-3 of the 2005 General Plan to Change the Truck Route from Front Street to Monterey Street.”**

#### **Staff Presentation**

Mayor/Chairman Ortiz stated that this item had been discussed in the past and he was happy to see it being completed.

Community Development Director Fleming addressed the Council/Agency. He stated the purpose of the Resolution was to correct the problem along Front Street with trucks trying to make turns and hitting the median. He stated that it had been suggested that the truck route be moved to Monterey Street (he stated that a map of the new truck route was included with the staff report). He stated the purpose of the new route would be to allow traffic to bypass the downtown area, protect the street improvements and also allow for deliveries to be made on the side streets.

#### **Open and Close of Public Hearing**

Mayor/Chairman Ortiz opened the hearing to the public, and seeing there were no comments, closed the hearing.

Councilmember/Agencymember Bourke asked if there was any way to notify businesses or truck drivers of the new route. Community Development Director Fleming stated that there was no requirement by mail or posting, but staff was hoping to inform individuals through newspaper articles. Mayor Pro Tem/Vice Chair Saavedra asked if the new route would burden deliveries to businesses. Community Development Director Fleming stated that trucks can use Front Street if it is the only way to make their deliveries. Councilmember/Agencymember Stephens asked if there would proper signage and Community Development Director Fleming stated that there would be.

**MOTION: Resolution No. 3728 was passed by a unanimous vote on a motion made by Councilmember/Agencymember Bourke and second by Councilmember/Agencymember Stephens.**

**BUSINESS**

**Item #8:** \* Review and Discuss the Fiscal Year 2005-06 Six-Month Budget Summary Report for the Soledad Redevelopment Agency and Approve Proposed Budget Amendments, by Minute Motion

Finance Officer Smith addressed the Agency. He said that each year the Finance Department provides the Agency with a six-month status report of the adopted budget. He said that the report reflected budgeted revenues and expenditures compared to what was actually collected and spent and the report also reflected adjustments needed to line items and/or recommendations to augment the budget for unanticipated projects. He also indicated that the process included asking the Department Directors to submit their six-month budget report which included a review of revenues and expenditures for the first half of the year and in addition to reviewing the first six months of the fiscal year, Department Directors were also asked to provide projections of year-end totals.

He stated that this information was provided to the Finance Department for the preparation of a mid-year budget report and that the report included an analysis of the Redevelopment Agency's revenues and expenditures over the last six months in both the Redevelopment Agency and Low and Moderate Funds and a projection of year-end revenues and expenditures.

Finance Officer Smith informed the Agency that during the preparation of the Fiscal Year 2005-06 Budget, both operating revenues and reserves were included to fund operating expenses and major projects and that within the Redevelopment Agency budget, a total of \$1,210,200 (Property Taxes \$1,165,200 and Interest Revenues \$45,000) was budgeted as operating revenues and a transfer in from bond reserves in the amount of \$667,608 was to be used for major projects.

Finance Officer Smith stated that during the first six months of Fiscal Year 2005-06, the City collected a total of \$857,425 or 71% in operating revenues and that the collection of fifty percent or more in Property Tax revenues by year-end is common given that Property Tax revenues are received in December and April of each year. He also stated that it was anticipated that by year-end the Redevelopment Agency Fund would realize operating revenues in the amount of \$1,479,867, which exceeded budgeted projections by \$269,667 or 14%.

He said that based upon last year's collection rates, it was estimated that property tax revenues would exceed budget projections by an estimated \$243,800. He stated that staff was conservative in budgeting the amount and that the interest revenue projections are anticipated to exceed budget with the reason being that Staff planned for expenditures which hadn't materialized yet.

Finance Officer Smith stated that the Expenditure portion of the Redevelopment Budget included expenditures in the amount of \$1,877,808 with \$1,210,200 funded by operating revenues and major projects in the amount of \$667,608 funded by reserves. He indicated that during the first half of Fiscal Year 2004-2005, the City had expended a total of \$229,806 (\$229,806 in operating expenditures and none from bond reserves). He said that by year-end, Staff estimated that the Redevelopment Agency Fund would expend a total of \$1,127,908 (\$1,127,388 in operating expenditures and \$520 from reserves), which was \$749,900 or 40% less than budget. Finance Officer Smith said that the major reason for the savings was deferral of \$667,088 (bond

proceeds), which was budgeted to be used for improvements at the Los Coches Industrial Park and \$82,812 from operations and that the largest savings were \$79,203 in services.

Finance Officer Smith stated that due to unanticipated expenditures for projects arising after the approval of the Budget, Staff was recommending \$10,000 of the savings from contingency reserves be transferred to the professional services line item and that the funds would be used to demolish the rear portion of the 4 Hermanos building. He stated that if staff's recommendations were approved a balance of \$ 68,203 was available to be reallocated for other projects.

Finance Officer Smith stated that in the FY 2005-06 Redevelopment Agency Budget a total of \$98,835 was to be used for major capital projects related to the Child Care Facility. He reviewed the breakdown, which is as follows: Funding for Childcare Facility and Equipment (\$44,000) and funding for Childcare Facility Land Acquisition (\$54,835). He stated that at present, the Child Care Facility was located at Vosti Park and Staff was recommending that the \$54,835 budgeted for land acquisition be encumbered. He stated that staff was anticipating that expenditures would not exceed operating revenues by year-end.

Agencymember Bourke asked why the City was paying \$54,835 for the land acquisition if the facility would be located at Vosti Park. Finance Officer Smith clarified that it would be for the future purchase of land for a permanent site for the daycare facility.

Finance Officer Smith stated that during the preparation of the Fiscal Year 2005-06 Budget, both operating revenues and reserves were included to fund operating expenses and major projects. He stated that within the Low and Moderate budget, a total of \$338,946 was budgeted as operating revenues and a transfer in from reserves in the amount of \$1,650,000 was proposed for major projects and that operating revenues included Property Taxes (\$295,946) and Interest Revenue (\$43,000). Finance Officer Smith stated that during the first six months of Fiscal Year 2005-06, the City collected a total of \$256,309 or 76% in operating revenues and that it was anticipated that by year-end the Low and Moderate Fund would realize operating revenues in the amount of \$436,545 which exceeded budget projections by \$97,599. He stated that one reason for the projection of excess revenues was that Staff was conservative in its projection of property tax revenues during preparation of the Budget and that interest revenue projections were anticipated to exceed budget because Staff planned to expend a large portion of reserves early in the budget cycles which haven't materialized at this time. He stated that the expenditure portion of the Low/Moderate Budget included expenditures in the amount of \$1,988,946. (\$338,946 funded by operating revenues and major projects in the amount of \$1,650,000 funded by reserves).

Finance Officer Smith informed the Agency that during the first half of Fiscal Year 2005-06, the City had expended a total of \$35,518 in operating expenditures and none for those projects funded by reserves and bond proceeds and that it was anticipated that by year-end, a total of \$1,524,194 would be expended.

He reminded the Agency that on September 28, 2005 the Redevelopment Agency and the City Council adopted Resolution No. 264/3683, which rescinded Resolution No. 2971/189 and reallocated \$500,000 to the Soledad Housing Authority for the Benito Street project and that also on September 28, 2005, the Redevelopment Agency adopted Resolution No. 265, which rescinded Resolution No. 206 and reallocated \$650,000 to the Soledad Housing Authority for the Monterey Street project. He stated that it was anticipated that these funds would be spent this Fiscal Year. He also said that during the FY 2005-06 Low and Moderate Budget preparation, a

total of \$500,000 was budgeted for Land Acquisition from Reserves and that the intent for allocation of the funds was so that the Agency would have funds available if a developer requested assistance to build affordable housing. He reminded the Agency that on January 4, 2006 the Redevelopment Agency adopted Resolution No. 275 authorizing the transfer of \$37,400 from this line item to the City in order to provide the Soledad Housing Authority with financial assistance. He stated that given that there were no projects in the near future, the funds were potentially available for other uses, if the Agency chooses to reallocate the funds and that overall staff was anticipating that expenditures would not exceed operating revenues by year-end.

Mayor/Chairman Ortiz asked staff what the revenue increase was for the last four months with the development of the Shopping Center and Los Coches Business Park. City Manager/Executive Director Chapa stated that the sales tax and property taxes budgeted, it was almost at budget by mid year.

Councilmember/Agencymember Stephens asked if there was a way to graph the effect the shopping center will have for both property and sales tax for this next year. City Manager/Executive Director Chapa stated that since it was vacant land it would be easy to track the difference between the two. Councilmember/Agencymember Bourke asked if there was a way to track how much money was coming back in to the community with the new shopping center.

City Manager/Executive Director Chapa stated that it was difficult to answer.

Councilmember/Agencymember Bourke asked if there was a way to track how many people from Soledad the new shopping center employed. Mayor Pro Tem/Vice Chair Saavedra suggested that EDD may have the information that he was requesting.

**Item #9: Resolution No. 3729**, “Authorizing the Execution of a Subdivision Improvement Agreement with C. H. Builders, Inc. for the Miravale II, Increment 1A Subdivision Project.”

Community Development Director Fleming stated that staff was requesting that Resolution No. 3729 be continued to February 15<sup>th</sup> so that several items could be cleared up prior to Council/Agency action.

**Item #10: Resolution No. 3730**, “Accepting the Final Subdivision Map for the Miravale II, Increment 1A Subdivision.”

City Attorney Rodriquez asked that Resolution No. 3730 be continued to the meeting of February 15<sup>th</sup> not due to a disagreement between the parties but due to the fact the map and agreement were more complex than anticipated.

**MOTION: Resolution No. 3729 and Resolution No. 3730 were continued to the meeting of February 15<sup>th</sup> by a unanimous vote on a motion made by Councilmember/Agencymember Bourke and a second by Mayor Pro Tem/Vice Chair Saavedra.**

**Item #11: Ordinance No. 627**, “Rescinding Urgency Ordinance No. 623.” (1<sup>st</sup> reading)

Public Works Director Price addressed the Council/Agency. He asked that Ordinance No. 627 be read by title only. He said that on October 20, 2004, deficiencies in waste treatment, storage and disposal capacity at the City’s Waste Water Treatment Plant (“WWTP”) compelled the City

Council to adopt an Urgency Ordinance “Establishing a Moratorium on the Issuance of Building Permits Requiring Sewer Connections” to prevent sewage effluent spills and overflows that may have endangered the health, safety and welfare of the citizens of Soledad and surrounding communities.

Public Works Director Price said that since the time of the adoption of the Urgency Ordinance, City Staff has worked diligently on a variety of projects to address the City’s waste treatment, storage and disposal capacity problems, including but not limited to modifications and repairs at the WWTP, retrofitting and use of the WWTP at the Soledad Prison Facility pursuant to a negotiated lease with the ultimate intent to purchase the same from the State of California at the earliest available date, and obtaining new permits from state agencies allowing for operational changes at the WWTP.

He informed the Council/Agency that through the permit application process from the State Water Quality Control Board, the City was successful in obtaining a permit for disposal of 4.1 MGD at the City’s Wastewater Treatment Facility.

He stated that in December of 2005, Staff met with developers to obtain information regarding their timeframe for development of their respective projects and the number of building permits they anticipate pulling in any given year. He said the information obtained from the developers was critical in the recommendation to the Council regarding whether the City should impose a growth plan or not. Public Works Director Price stated that on January 18, 2006 the City Council received a report on a meeting with developers regarding building timelines and an update on the wastewater treatment plant improvement project. He said that staff reported that the capacity evaluation report prepared by Fugro West, Inc. for the disposal capacity rating of the City WWTP (after completion of repairs and improvements) had been completed and that the report indicated a change in disposal capacity of the City plant from 3.0 MGD to 4.3 MGD after reductions for annual average weather variations and river elevations. He informed the Council/Agency that as a result of the City’s efforts, the disposal capacity at the City WWTP had been increased from 3.0 MGD to 4.3 MGD, however our current permit only allows disposal of up to 4.1 MGD. He also reported that currently the City is processing 3.4 MGD of effluent but with the completion of the improvements to the City wastewater treatment plant, the maximum allowed disposal capacity will increase to 4.1 MGD which translates to an additional 700,000 gallons of capacity for growth. He said that the additional capacity available is allowed under the provisions of the current permit from the Regional Water Quality Control Board and that the .7 MGD of capacity would allow the City to accept flow from an additional 2000 Equivalent Dwelling Units (EDU).

Public Works Director Price stated that after analyzing all the numbers he came to the conclusion that capacity would not be fully encumbered in the next five years and that he was confident with the property acquisition an additional treatment and storage capacity would be met to ensure the meeting of the general plan build-out ahead of development.

He stated that currently the levees have all made it to the proper heights and pond 7 is pumping down allowing levee work to be done to address one side of the raised levee. He informed the Council/Agency that the 30-30 update cover is in and the pond was full with flow reversed. He said that it would take approximately two to three weeks to a month to dial in the treatment for it. He said that staff would be putting together an annual report which would be submitted to the regional board.

Councilmember/Agencymember Bourke asked that the Council/Agency be kept updated throughout the year on how much capacity is remaining so that the same situation does not occur.

Public Works Director Price stated that he had already spoken to the regional board, and if the project is substantially completed on February 15<sup>th</sup> the moratorium would be lifted at that time.

**MOTION: Ordinance No. 627 was unanimously approved on a motion by Councilmember Bourke and a second by Councilmember De La Rosa and introduced and read by title only.**

**Item #12: Resolution No. 3731**, “Receive an Annual Report on the 24 Hour Staffing Pilot Project for the Fire Department.”

City Attorney Rodriquez informed the Council that the Agenda top sheet was incorrect and there was no resolution associated with the item. City Manager Chapa stated the staff report was correct and only the top sheet was incorrect.

Fire Chief Jesse Casillas addressed the Council. He stated that during the last twelve months, the Fire Department has been operating on a 24 hour cycle with personnel consisting of the Fire Chief, two Fire Engineers and twenty two volunteer firefighters and that during the Pilot Program the City approved reclassification of the Fire Captain’s position to a temporary Full Time Fire Engineer position. He said that staff recommended this change during the Pilot Program to achieve parity in classification, supervision, and compensation and that the current Fire Captain position, which is vacant, remains vacant and unfunded.

Fire Chief Casillas stated that during the past twelve months he has heard many positive comments from members of the community regarding the rapid response times and successful outcomes of their particular situations and lives saved. He said that staff received numerous phone calls from family members and friends of a near drowning patient in which firefighters were able to resuscitate due to a two-minute response time to the Soledad pool and that staff was also commended for their 3-minute response to a structure fire on the 300 block of Kidder where the fire was contained to the room of origin. He stated that in the one situation where a fire damaged the entire house; Staff received multiple commendations from neighbors for the successful prevention of fire extension to the adjacent properties.

Chief Casillas was pleased to report that the ability to respond within 1-7 minutes within the City can be directly attributed to staff’s ability to maintain the 24 hour shifts and that during the past year, there was an average of two personnel 24 hours a day seven days a week at the station available to respond to incidents. He said that paid staff also endorsed the 48-on/48-off schedule but that they have also stated that there were times when the shift schedule was demanding and suggested that as an alternative they would prefer to go to a 48-on/96-off schedule but it would require one more full time paid staff member to implement.

Chief Casillas said that as an overall shortfall of the program staffing levels do not address the standards set forth by the National Fire Protection Association (NFPA), nor does it satisfy the Occupational Safety and Health Administration (OSHA) requirements that mandate four fire personnel on a fire engine to perform offensive fire suppression operations. He stated that this was a problem that many Fire Departments were striving to address. He informed the Council/Agency that staff would continue to encourage shift work within the paid-call ranks

combined with internal incentive programs to augment the paid staff and provide for four person engine companies until the City's budget can support a full compliment of full-time fire personnel. He said that currently the Department is staffed with a four person engine company approximately 40% of the time, each month and staffed with three person engine companies approximately 60% of the time.

He said that over the past year, the Fire Department runs from an average of three to eight emergency calls per day and that from February 2005 until December 19, 2005, the Fire Department responded to 863 calls for service.

He informed the Council/Agency that this was over 400 calls from the six month period mentioned previously or an 88% increase. He said that of the additional 400 calls, 92 calls were between the hours of 9:00 p.m. to 7:00 a.m.; 425 of the calls were between the hours of 5:00 p.m. to 7:00 a.m. many of which occurred on the same shift, which resulted in fire personnel working with minimal rest. He stated that unfortunately with the inability to schedule alarms, often times the calls for service are spread throughout the night resulting in minimal sleep time for on duty staff.

He summarized that the overall effectiveness has proven to be an enhancement to the delivery of fire protection services to the community with reduced response times, improved ISO rating and the accessibility of fire personnel at the fire station 24 hours a day should a member of the community be in immediate need of fire personnel for emergency or non-emergency issues.

He informed them that with the approval of the SAFER grant and an additional Engineer position approved by the City Council this budget year, Staff will present to the Council for its consideration at the February 15, 2006 Council meeting a Resolution approving a work plan and establishing an alternative work schedule for the Fire Department.

Councilmember/Agencymember Bourke asked about the new plan that the fire department would be presenting. Chief Casillas said that he would be bringing it forward for approval at the February 15<sup>th</sup> meeting. Councilmember/Agencymember Bourke said that if it was 48on/96 off would it cost the City money. Chief Casillas responded that it would cost money, but that the City was awarded a Safer Grant for a firefighter and Council also approved one additional firefighter who is currently going through background check.

Mayor Pro Tem/Vice Chair Saavedra thanked Chief Casillas and his staff for doing such a fine job and for turning the department around in the right direction.

Councilmember/Agencymember De La Rosa stated that several other things have occurred including the WestMed ambulance, which the Council/Agency is happy to have here in Soledad.

### **COUNCILMEMBER'S/AGENCYMEMBER'S COMMITTEE UPDATES**

- a) **Street Naming** – None
- b) **Energy Plant** – None
- c) **Miravale Section 16** – None
- d) **Development Review** – Mayor/Chairman Ortiz stated they would be meeting to review the proposal from Nader Agha on Front Street. He also stated that the Housing Authority project will come back with a slight modification in the layout and appearance of the building and they will be bringing it back to the DRC for further review. He stated that

they had suggested some colors and will be coming back with another color palette for further review.

- e) **Overall Landscape Review** – None
- f) **Revolving Loan Fund** – None
- g) **Oldtown Soledad Beautification Association** – Councilmember/Agencymember De La Rosa stated she was unable to attend the meeting.
- h) **Parks** – Mayor/Chairman Ortiz stated a meeting would be scheduled.
- i) **Redevelopment Neighborhoods** – None
- j) **CAC** – City Manager/Executive Director Chapa stated that the Council/Agency that evening had appointed Honorio Della to serve on the CAC and staff will be forwarding to Honorio and the warden a letter notifying them of the appointment.
- k) **SR146 (Roads)** – City Manager/Executive Director Chapa stated that the City went out to bid and have received two bids which staff is currently reviewing to make a recommendation to the Council/Agency. Public Works Director Price stated that once staff completes their review a recommendation will be brought back before the Council/Agency. He stated that both firms were good and that the only difference in the proposal was the management costs.
- l) **Tree** – Community Development Director Fleming stated that the Tree Committee meeting had been cancelled due to the special City Council meeting but that they were planning on having a meeting in February.
- m) **Wastewater Treatment Plant** – City Manager Chapa stated that the Council/Agency received an update with the agenda item.
- n) **Soledad Historical Society** – Councilmember/Agencymember Stephens stated that the Soledad Historical Society would meet the following Wednesday.

### **CITY MANAGER'S/EXECUTIVE DIRECTOR'S REPORT**

#### **a) Update of Emergency Work at the Wastewater Treatment Plant**

City Manager/Executive Director Chapa stated that an update was provided with the agenda item.

#### **b) Council Requests – Status Table**

Councilmember/Agencymember Stephens asked for an update on item #25 (large pool of water at Bio Mass Plant). Community Development Director Fleming stated that the repair had not been done and they do not have an estimate on when it would be completed since the plant does not have the monies in their budget to repair it. Councilmember/Agencymember Stephens asked for Community Development Director Fleming to come up with options the City has to rectify the problem.

Mayor Pro Tem/Vice Chair Saavedra stated that many items are left dangling with no resolution, specifically item number 3 for the truck parking. City Manager/Executive Director Chapa stated that staff is still trying to find a location for parking. She stated that both herself and the Assistant City Manager tried to schedule a meeting with representatives of the winery, and had made numerous phone calls without any success.

City Manager/Executive Director Chapa stated that what the Council/Agency receives is the most current information that staff had available and the status table was created as a means to communicate progress on Council/Agency requests.

Mayor Pro Tem Saavedra stated that there were also several items that could be moved to the completed side.

**c) TAMC –Transportation Excellence Award for the Downtown Improvement Project**

City Manager/Executive Director Chapa stated she was proud to inform the Council/Agency that the previous week the Mayor and Public Works Assistant Engineer Pat Argueta-Serrano received an award on behalf of the City from TAMC for Transportation Excellence for the downtown project.

Mayor/Chairman Ortiz stated the City should use the honor to market the City.

**COUNCILMEMBER’S/AGENCYMEMBER’S ITEMS**

Councilmember/Agencymember De La Rosa stated that she was going through the minutes from March of last year which authorized the solicitation for bids for the CSI playground and she requested an update. Community Development Director Fleming stated that he would be bringing the item before the Council/Agency at the next meeting. Councilmember/Agencymember De La Rosa stated that she attended the Gangs in Paradise Community Forum and at it they discussed how early childhood education is key and that she hoped the City could speed up the process with the daycare in order to avoid losing funding. City Manager/Executive Director Chapa stated she had spoken to the Executive Director of CSI and they had set a date for them to do an inspection. She stated that she would have staff include information in the CM Update regarding the daycare facility.

Councilmember/Agencymember De La Rosa stated that on the status table was the sod for the Wind & Wine festival. She asked for an update on the group discussing the installation of the sod. City Manager/Executive Director Chapa stated that the Public Works Director was handling the issue. Public Works Director Price stated that they were having some difficulty coordinating schedules but that they would be meeting to formalize the process for completion.

Mayor Pro Tem/Vice Chair Saavedra stated that the bus stops in town are very dark and that the City might want to look in to installing solar lights. City Manager/Executive Director Chapa stated that Pat Argueta-Serrano was already researching the item.

Mayor Pro Tem/Vice Chair Saavedra stated that he was surprised to learn that the Planning Commission members were not invited to the goal setting session and asked for a stronger effort by staff to involve the Planning Commission. City Manager/Executive Director Chapa stated that there would be another meeting on July 31<sup>st</sup> and the Planning Commission would be invited per the Council’s request.

Mayor Pro Tem/Vice Chair Saavedra asked for an update on what happened to the master planning of land on Soledad Street. City Manager/Executive Director Chapa stated that staff met with the consultant and were hoping to proceed by the following week and schedule a date with the Council/Agency.

Councilmember/Agencymember Stephens stated she had received a letter from the League of California Cities requesting action on the telecommunications industry. She requested that each Councilmember send a letter to the officials. She stated she did not want to lose any franchise fees and would like letters written for each Councilmember.

Councilmember/Agencymember Stephens stated that since so much time and energy was put in to developing the City's mission, vision and core values, she would like to see them framed and mated professional and displayed in each department in both English and Spanish. She also stated she would like to see it on the City's website.

Another concern of Councilmember/Agencymember Stephens was the poor lighting outside of City Hall and that additional street lighting should be considered. Public Works Director Price stated that street lighting hadn't been addressed but that in the newly landscaped area it had been wired for electrical. Councilmember/Agencymember De La Rosa stated that the poor light wrapped all the way around and by the firehouse.

Councilmember/Agencymember Bourke asked for a parks master plan and also that when new fees are approved they are applied to projects.

Mayor/Chairman Ortiz stated he would like to see some sort of project that would assist with the removal of trees when they become a hazard or safety issue. He stated that a guideline needed to be developed.

### **CLOSED SESSION**

At 8:10 p.m. Mayor/Chairman Ortiz called for a recess to convene to Closed Session to discuss the following items:

1. The City Council will recess to closed session to consider personnel matters pursuant to Government Code Section 54957- Recruitment and Retention Considerations for Managerial Positions - Employment Contracts

### **MEETING RECONVENED**

At 8:20 p.m. Mayor/Chairman Ortiz reconvened the meeting from Closed Session.

### **REPORT OF ACTION TAKEN IN CLOSED SESSION**

Mayor/Chairman Ortiz made the following announcements with regard to closed session matters:

Item #1: Council provided direction to the City Manger. No other reportable action was taken.

### **ADJOURNMENT**

There being no other business to come before the Council/Agency, Mayor/Chairman Ortiz adjourned the meeting at 8:25 p.m.

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RICHARD V. ORTIZ, Mayor/Chairman

Approved: February 15, 2006

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NOELIA F. CHAPA, City Clerk/Agency Clerk