

COUNCIL MEMBERS PRESENT: Harness, Smith, Morales, Gonzalez

COUNCIL MEMBERS ABSENT: Hinesly

STAFF MEMBLERS PRESENT: Anderson, Barkley, Beltran, Carrillo, Cook, McCloskey, Nunes, Thompson, Todd, Uota

CALL TO ORDER

The meeting was called to order at 6:32 pm.

INVOCATION

The invocation was led by Pastor Aiken.

FLAG SALUTE

The flag salute was led by Council Member Harness.

COMMUNITY RECOGNITION AND APPRECIATION

4.1. Dinuba Ministerial Association – Faith in Action Sunday

Vice Mayor Morales presented a Certificate of Appreciation to Pastor Aiken who is part of the Dinuba Ministerial Association for the 2013 Faith in Action Sunday event which served the community.

Pastor Aiken said the projects included those for Dawnings Pregnancy Center, DUSD, Open Gate, the homeless received groceries, a free car wash was held, the chain link fence along the rear of K-Mart was repaired among other projects. Ruiz Foods donated food to the event volunteers.

Vice Mayor Morales presented Pastor Aiken with

PUBLIC COMMENT

5.1. Unscheduled Items

Marie Sanchez, Nurse for Dinuba Unified School District, 219 E Linzmeier Drive. Sanchez proposed the idea of increasing the City's limitation of garage sales in the community. Currently the City's ordinance allows for 2 yard sales per year. Sanchez cited other agencies who allow monthly garage sales.

Council discussion followed and directed staff to review the ordinance and bring the discussion back to the Council at a later date.

Luis Gonzalez 40224 Rd 74 and Benjamin Gonzalez 986 Bellis Avenue, they are owners of Country Ag and Feed and read an article about the business that is proposed to come into Dinuba.

City Manager Todd explained what the store will carry.

Benjamin Gonzalez said he feels the new store will hurt the smaller established stores. He cited Sultana, Orosi, Dinuba, Reedley stores that will be affected by the new store. They cited that the Tractor supply will also hurt the other stores that will be affected by the new store.

Council Member Harness commented that his family used to have a fuel business. He said his family was became concerned when they heard that AM/PM was coming in locally. The City had land for sale and it cannot dictate what kind of business will affect similar local businesses. Vice Mayor Morales said they should have confidence in their business.

Robert Cervantes had questions for Council Member Gonzalez.

Sal Medina 2099 E El Monte Way thanked the City of Dinuba for co-sponsorship of the pumpkin patch event. He said he will bring back some pictures for the event. He also thanked the Police Chief. Medina said the annual Thanksgiving Dinner will be held once again at The Island.

Chris Launer, 789 Northridge, had response comments in regard to the guest column in a recent Dinuba Sentinel edition. Launer addressed the comments to Robert Cervantes, the author of the article.

Cervantes made his comments in response.

Bev Worrell, 1080 Lincoln Avenue asked if the Solar Project will be considered soon or has it been considered already. She said the city does several RFPs and there are several on tonight's agenda. She said the Chevron Solar Plan is not going to an RFP. She asked that the Council look at the information closely once again.

CONSENT CALENDAR

- 6.1. City Council Meeting Minutes, October 8; 22, 2013
- 6.2. City Council & DUSD Board Joint Meeting Minutes, October 22, 2013
- 6.3. Acceptance of Other Agency Meeting Minutes
 - a. Citizens Oversight Committee, July 26, 2013
 - b. Community Services & Dinuba Pro-Youth Commission, July 16, 2013
 - c. Historic Preservation Commission, October 14, 2013
 - d. Planning Commission, October 1, 2013
- 6.4. Community Services & Dinuba Pro-Youth Commission Draft Agenda, November 19, 2013
- 6.5. Master Development Schedule
- 6.6. Authorization to Expend San Joaquin Valley Air Pollution Control District Benefit Grants Program Funds, Resolution No 2013-37

It was motioned by Council Member Harness, seconded by Council Member Gonzalez, to approve the Consent Calendar as presented.

AYES: Harness, Smith, Morales, Gonzalez
NOES: None
ABSTAIN: None
ABSENT: Hinesly

WARRANT REGISTER

7.1. Approval –Warrant Register, October 25, November 1, 8, 2013

It was motioned by Council Member Harness, seconded by Council Member Smith, to approve the warrant register as presented.

AYES: Harness, Smith, Morales, Gonzalez
NOES: None
ABSTAIN: None
ABSENT: Hinesly

MAYOR’S MINUTE

Vice Mayor Morales said the Mayor was not able to attend tonight’s meeting though she tried to be present.

8.1. Correspondence from Ruiz For Kids Organization

Deputy City Manager Nunes reported that she recently attended the Ruiz for Kids Fundraising event. The event was able to raise over \$330,000. The Ruiz for Kids Foundation benefits organizations such as Miracle League; Wish Upon a Star; and, Tulare CASA.

8.2. Correspondence to Korean Consulate Regarding the 2014 Korean Parade Re-enactment

Assistant City Manager Anderson reported that the letter within the Council packet invites the Consulate inviting him to town to see our city. We would also like to form a sister city with a South Korean city. The Mayor signed a letter supporting that effort and the response was given to the Council.

The re-enactment parade will occur on March 1, 2014, which is the anniversary of the original 1912 parade. There will be boxed lunches available for those touring the event and the Vocational Center will be open for them to utilize to eat or rest.

8.3. Information Sharing

None

COUNCIL COMMENTS

9.1. Correspondence to Mayor Hinesly and City Council Members from Dinuba Unified School District

Deputy City Manager Nunes reported that the School Board sent a letter to City Council requesting that plans for the vocational center be put on hold until the District can figure out what they can do to secure and occupy and utilize the building.

9.2. Information Sharing

Council Member Smith said the Veterans Day event went very well.

Council Member Morales said the Dawnings Pregnancy Center Dinner event was nice. Morales said he attended an event sponsored by Sun Valley Packing it was a 5K to benefit the ACS Relay for Life.

CITY ATTORNEY

10.1. Authorization to Set Special City Council Meeting, November 19, 2013

- Dinuba Vocational Center Litigation and Future Facility Planning

City Attorney McCloskey requested that the Council set a meeting for November 19, 2013 to discuss the litigation and facility planning.

It was motioned by Council Member Smith, seconded by Council Member Gonzalez, to set a special meeting for November 19, 2013 at 5:30 pm.

AYES: Harness, Smith, Morales, Gonzalez
NOES: None
ABSTAIN: None
ABSENT: Hinesly

10.2. Information Sharing

None

CITY MANAGER

11.1. City Council Compensation Study Update

Assistant City Manager Anderson reported that the City's compensation study was authorized by the City Council in October. Anderson shared that a kickoff meeting with the consultant will be held on Thursday to go over the components of the study. She noted that the City's original compensation plan was formed by ordinance in the mid-1980's.

Anderson explained how the ordinance dictates compensation and the relevant reasons to conduct the study. She explained that other cities and the Cutler-Orosi school district is also using the same consultant.

11.2. Information Sharing

ENGINEERING AND PLANNING SERVICES

12.1. Authorization to Bid - Police Department Office Expansion

Engineer Uota reported that the Police Department expansion was originally built in the current manner to allow for growth of the facility in the future; that time has come. Uota reported the elements of the expansion.

The shell area will provide several new offices, increased storage area, a larger armory, among other things. The final plans and specs are nearing completion. The project is funded through Measure F revenues.

Council Member Smith asked if the plan is to build out the entire shell.

Uota said yes, it will complete the facility.

Discussion followed.

It was motioned by Council Member Smith, seconded by Council Member Gonzalez, to authorize staff to formally advertise the police department building improvements project.

AYES: Harness, Smith, Morales, Gonzalez
NOES: None
ABSTAIN: None
ABSENT: Hinesly

12.2. Information Sharing

Engineer Uota reported that bids for the Avenue 416 Widening Project were opened last week. He said the bids ranged from a low bid of just over \$16 million and high bid of just over \$20 million. Uota said staff will bring the recommendation to the City Council at the next regular Council meeting. The project should begin early next year.

FINANCE SERVICES

13.1. 2013-2014 First Quarter Financial Report

Finance Director Cook presented the 2013-2014 First Quarter Report.

Council Member Harness asked for an example of a “one time project.” Cook said the Bob Barker building.

Deputy City Manager Nunes listed the employees that are used for the one time projects. She explained that the positions were built in.

Council Member Gonzalez asked about the reserves. At the beginning of the fiscal year the Council was told the City keeps 2 months reserve but he said he feels it’s a good idea that there be a 3-month reserv.

Nunes said staff will be coming back with a reserve policy. She explained how reserves were monitored over the past few years. Over the past few years reserves have looked good.

Council Member Gonzalez said he’s “just looking at rainy day stuff.”

Director Cook asked that the Council accept the report and direct staff to file the report.

It was motioned by Council Member Harness, seconded by Council Member Gonzalez to accept the report and direct staff to file the report.

AYES: Harness, Smith, Morales, Gonzalez
NOES: None
ABSTAIN: None
ABSENT: Hinesly

Nunes explained further how the budget functions.

13.2. Information Sharing

Finance Manager Cook said the State Auditor will visit next week.

FIRE SERVICES

14.1. Selection of Consultant for Fire Master Plan

Chief Thompson reported that the City Council recently authorized the Fire Department to solicit proposals from consulting firms to update the Fire Department Master Plan. Staff advertised the RFP and released the request on August 26th, 2013 and was closed on September 20th resulting in five proposals submitted.

The proposals were reviewed by Beth Nunes, Jayne Anderson, Joe Aguirre, Sean Doyle and Chad Thompson. During the reviews, it was determined that two of the proposals met the needs of the City of Dinuba Fire Department. The two firms, Matrix Consulting and City Gate Associates, were invited to be interviewed by the panel. The two firms were interviewed.

While both firms’ proposals and approaches were very similar, Matrix Consulting exhibited superior knowledge and experience in regards to our city and the Central Valley. Matrix has conducted past Fire

Master Plans for the City of Dinuba, as well as, other agencies within the Central valley. Matrix recently completed a detailed master plan for the City of Hanford Fire Department. Furthermore, Matrix proposed to perform these services for \$40,000 while City Gate Associates' propose costs were \$41,075.

Council Member Smith asked Chief Thompson to review what the consultant will do.

Thompson said they will dissect the response area and will speak with the Council Members and other stakeholders such as the Measure F Committee, City management to review the general plan and all policies. The Consultant will research the fire department and propose modifications in the operations for future planning. Thompson said it is a good document to have for planning purposes over the next 15 years.

Council Member Harness said he's been concerned about low fire staffing levels and asked if this review will address that issue.

Chief Thompson said yes it will. The cost of the proposed Fire Master Plan Update is \$40,000. The funding has been allocated in the Fire Impact Fund and approved in the current City Budget.

Chief Thompson requested that the City Council authorize the City Manager to sign the contract with Matrix Consulting for the Fire Master Plan Update.

It was motioned by Council Member Harness, seconded by Council Member Smith, to authorize the City Manager to sign the contract with Matrix Consulting for the Fire Master Plan Update.

AYES: Harness, Smith, Morales, Gonzalez
NOES: None
ABSTAIN: None
ABSENT: Hinesly

14.2. Authorization to Apply for State Farm Grant

Chief Thompson reported that State Farm Insurance provides an annual grant program to assist various organizations and communities. The City of Dinuba Fire Department would like to take advantage of the grant opportunity to request funding to purchase new pagers for our Paid-Call Firefighters (PCF).

The electronic pagers are essential to our PCF program. They would be utilized to alert PCF of emergency incidents and allow responders to stay informed of emergency operations. The pagers currently being utilized are aging and must be sent out to be reprogrammed from time to time. Acquiring new pagers would be less expensive and easily programmed in-house by fire department staff. The ability to program the pagers in house will result in maintenance savings.

The cost to replace the pagers is \$11,000 and if successful in acquiring the grant, will be 100% funded. There are no matching funds required.

Chief Thompson requested that the City Council review and authorize the Fire Department to apply for the State Farm Insurance Grant.

It was motioned by Council Member Gonzalez, second by Council Member Smith, to apply for the State Farm Insurance Grant to acquire new pagers as reported.

AYES: Harness, Smith, Morales, Gonzalez
NOES: None
ABSTAIN: None
ABSENT: Hinesly

14.3. Authorization to Apply for 2013 Assistance to Firefighters Grant

Chief Thompson reported staff is seeking authorization to apply for the Assistance to Firefighters Grant (AFG). The annual grant allows Fire departments and nonaffiliated emergency medical services (EMS) state organizations to enhance their abilities with respect to emergency medical and fire-related hazards. The primary goal is to provide assistance to meet fire departments and nonaffiliated EMS organizations' firefighting and emergency response needs.

If successful, the Dinuba Fire Department would purchase three new Cardiac Monitors and replace all of the department's Self-Contained Breathing Apparatus (SCBAs) as the current cardiac monitors are becoming old and outdated. The manufacturer has informed staff that they will stop making parts for our current cardiac monitors.

The total cost of the three cardiac monitors is approximately \$102,000. There is a 10% match which equates to \$10,000.

The Dinuba Fire Department's SCBAs are also becoming outdated and requiring regular repairs. Furthermore, interoperability is a very high priority for Homeland security and disaster response. It is important that equipment can be utilized by multiple agencies during large scale incidents. Currently, Dinuba Fire department utilizes different SCBAs as used from neighboring agencies. Replacing our SCBAs with the identical SCBAs used by Tulare County Fire Department and Reedley Fire Departments will allow interoperability between agencies in the event of a large fire or hazardous materials event. The total cost to replace our SCBAs, bottles and related accessories is approximately \$300,000. Again, there is a 10% match equating to \$30,000.

The application period closes December 6, 2013. If awarded the grant, the fire department will be notified after February 1, 2014. The 10% matching funds (\$40,000) will be funded from revenues received for our participation in the California Mutual Aid System.

Chief Thompson requested that the City Council review and authorize the Fire Department to submit the application for the 2013 Assistance to Firefighters Grant.

It was motioned by Council Member Smith, second by Council Member Harness, to authorize staff to submit necessary application for the 2013 Assistance to Firefighters Grant.

AYES: Harness, Smith, Morales, Gonzalez
NOES: None
ABSTAIN: None
ABSENT: Hinesly

PARKS & COMMUNITY SERVICES

15.1. Surabian Industrial Park Sign Dedication, December 12 or 17, 2013; 10:30 am

Director Carrillo presented two possible dates to hold the official sign dedication of the Surabian Industrial Park sign.

The City Council discussed the two dates and agreed December 17 would be the best date.

15.2. Information Sharing

Director Carrillo shared an update about the construction at the Sportsplex. He said the Council authorized the rejection of the flooring bid at the last meeting; therefore, staff will bid the project again soon.

Carrillo reported that Youth Soccer is in its last week. Youth basketball registration ended last week.

Carrillo reported there will be Toy collection drive. He reported there has been interest in a men's softball program. Carrillo announced the annual Christmas parade and tree lighting will take place December 7.

POLICE SERVICES

16.1. Information Sharing

None

PUBLIC WORKS

17.1. Naming of Transit Center

Director Beltran reported that the new Transit Center needs a name in an effort to get promotional materials correct before the ribbon cutting, staff requests direction from the City Council. She asked the Council if a naming contest is desired as it has been in the past for other City facilities or does the Dinuba Transit Center sound appropriate.

The Council discussed the matter and conceded to name it the Dinuba Transit Center.

17.2. Delinquent Business License Update

Director Beltran reported the list of delinquent city business licenses. She recounted the process for trying to bring them current.

Discussion followed.

Council Member Gonzalez left dais at 8:09 pm.

Beltran said the item was information only.

Council Member Gonzalez returned to the dais at 8:10 pm.

17.3. Planning Commission Action, November 5, 2013

Director Beltran reported the action of the Planning Commission at the November 5, 2013 meeting.

She reported the Planning Commission will hold a special meeting on Tuesday, November 19.

17.4. Information Sharing

None

ADJOURNMENT

The meeting was adjourned at 8:13 pm.

Janet C. Hinesly, Mayor

ATTEST:

Linda Barkley, Deputy City Clerk