

CITY COUNCIL MEETING MINUTES

October 28, 2013

Mayor Vierra called the October 28, 2013 City Council Meeting to order at 7:00 p.m. with the following in attendance:

ROLL CALL Council Members Durossette, Ingwerson, Kline, Lane, Mayor Vierra

POSTING OF THE COLORS AND PLEDGE OF ALLEGIANCE TO THE FLAG AND INVOCATION led by V.F.W. Post 10293.

PRESENTATIONS

- Proclamation Declaring, November 11, 2013 as Veterans Day in the City of Ceres. Accepted by the V.F.W. Post 10293
- Proclamation Declaring October 2013 as Breast Cancer Awareness Month in the City of Ceres. Accepted by Lenita Hook representing the American Cancer Society.
- Proclamation Declaring November 5, 2013 as Law Enforcement Records and Support Personnel Day. Accepted by Lieutenant Rick Collins, Ceres Police Department.
- Proclamation Declaring October as National Domestic Violence Awareness Month. Mayor Vierra read the proclamation into the record.

CITIZEN COMMUNICATIONS

- Carol Blomquist, Ceres Regional Librarian gave an update on recent and upcoming events at the Ceres Library.
- Len Shepherd, resident spoke regarding the recent “Fill the Boot” activity held by Ceres Emergency Services to raise money and awareness for the Muscular Dystrophy Association.

APPROVAL OF AGENDA AS POSTED (OR AMENDED) AND CERTIFICATION OF POSTING

ACTION: It was moved by Ingwerson/Seconded by Kline to approve the agenda as posted and certification of posting. **Motion carried unanimously. (5/0)**

APPOINTMENTS TO BOARDS/COMMISSIONS – None.

CONFLICT OF INTEREST DECLARATION – None.

CONSENT CALENDAR

1. General Correspondence – **Information Only**
 - a. 1st Quarter Financial Report.
 - b. IT Division Quarterly Report, Third Quarter 2013.
 - c. Public Works Department Monthly Report for September, 2013.
2. Register of Audited Demands for period covering October 9 – 16, 2013.

3. **Resolution No. 2013-95** approving the creation of job titles and descriptions for the positions of Human Resource Analyst, Senior Civil Engineer, Water Resource Analyst, and Customer Service Technician. PULLED FOR FURTHER DISCUSSION
4. **Resolution No. 2013-96** approving a contract with Accela Government Software to convert existing City of Ceres Building Permit data to a format compatible with the Accela Software program and implementation of the program in the City's Building Division and authorizing the Acting City Manager to execute the contract. PULLED FOR FURTHER DISCUSSION.
5. **Resolution No. 2013-97** awarding the Construction Contract for the Service Road Sewer – Central Avenue to Moffet Road Project to Mozingo, Inc., authorizing a 10% contingency, authorizing the Acting City Manager to Execute the Contract and approving a budget amendment.
6. **Resolution No. 2013-98** awarding the Construction Contract for the Mitchell Road/TID Main Canal Bicycle & Pedestrian Pathway, Phase I Project #CML-5241(041) to Ross F. Carroll, Inc., authorizing a 10% contingency, authorizing the Acting City Manager to Execute the Contract and approving a budget amendment.
7. **Resolution No. 2013-99** awarding the Construction Contract for the Mitchell Road/TID Main Canal Bicycle & Pedestrian Pathway, Phase II Project #CML-5241(042) to Ross F. Carroll, Inc., authorizing a 10% contingency, authorizing the Acting City Manager to Execute the Contract and approving a budget amendment.
8. **Resolution No. 2013-100** approving a contract with Industrial Automation Group for SCADA and Electrical Services and Maintenance and authorizing the Acting City Manager to execute the contract.
9. **Resolution No. 2013-101** approving a contract with Brandman University for Customer Service Training and amending the FY 2013-14 Budget to appropriate funds. PULLED FOR FURTHER DISCUSSION.

ACTION: It was moved by Lane/Seconded by Durossette to approve Consent Calendar Items 1, 2 and 5-8 as recommended by staff. **Motion carried unanimously. (5/0)**

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

3. **Resolution No. 2013-95** approving the creation of job titles and descriptions for the positions of Human Resource Analyst, Senior Civil Engineer, Water Resource Analyst, and Customer Service Technician.

Pulled by Vice Mayor Lane who expressed concern over the use of General Fund money to partially fund the position of Human Resource Analyst. Council Member Kline concurred with Vice Mayor Lane. After some Council discussion, the following motion was made:

ACTION: It was moved by Lane/Seconded by Ingwerson to approve **Resolution No. 2013-95** approving the creation of job titles and descriptions for the positions of Human Resource Analyst, Senior Civil Engineer, Water Resource Analyst, and Customer Service Technician with the following addition to the resolution: #9. *Funding for the position of Human Resources Analyst will not be considered by the City Council until approval of the FY 2014/15 Budget.* **Motion Carried Unanimously (5/0)**

4. **Resolution No. 2013-96** approving a contract with Accela Government Software to convert existing City of Ceres Building Permit data to a format compatible with the Accela Software program and implementation of the program in the City’s Building Division and authorizing the Acting City Manager to execute the contract.

Pulled by Len Shepherd, resident. Mr. Shepherd had a brief question regarding the conversion of the City’s current Building Permit software. Mr. Shepherd’s question was answered by Tom Westbrook, Director of Community Development.

ACTION: It was moved by Kline/Seconded by Durossette to approve **Resolution No. 2013-96** approving a contract with Accela Government Software to convert existing City of Ceres Building Permit data to a format compatible with the Accela Software program and implementation of the program in the City’s Building Division and authorizing the Acting City Manager to execute the contract.. **Motion Carried Unanimously (5/0)**

9. **Resolution No. 2013-101** approving a contract with Brandman University for Customer Service Training and amending the FY 2013/14 Budget to appropriate funds.

Pulled by Len Shepherd, resident, who asked who would be involved in the training session. Acting City Manager, Art de Werk, responded that the City’s Supervisors, Managers and Directors would all be receiving “Customer Care” training.

ACTION: It was moved by Durossette/Seconded by Ingwerson to approve **Resolution No. 2013-101** approving a contract with Brandman University for Customer Service Training and amending the FY 2013-14 Budget to appropriate funds. **Motion carried unanimously. (5/0)**

UNFINISHED BUSINESS – None.

PUBLIC HEARING – None.

NEW BUSINESS

10. **Resolution No. 2013-102** approving the creation of the Volunteers in Code Enforcement (V.I.C.E.) Program and amending the FY 2013-14 Budget to appropriate funds.

Deputy Fire Chief Bryan Nicholes gave a brief overview of the program.

Len Shepherd, resident, commented that he thought it was a great program.

ACTION: It was moved by Lane/Seconded by Kline to approve **Resolution No. 2013-102** approving the creation of the Volunteers in Code Enforcement (V.I.C.E.) Program and amending the FY 2013/14 Budget to appropriate funds **Motion carried unanimously. (5/0)**

COUNCILMEMBER REFERRALS – None.

REPORTS

Council and staff reported on various recent and upcoming activities including the recently held employee appreciation luncheon, fill the boot, La Morenita dinner for Breast Cancer awareness and the upcoming Halloween Festival to be held at the Community Center.

7:58 p.m. Mayor Vierra adjourned the City Council Meeting to Closed Session

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Consideration of initiation of litigation/settlement pursuant to paragraph (4) subdivision (d) of Section 54056.9 of the Government Code. (three potential cases – Property Tax Administration Fees; Three Way Stop at Fowler Rd. and Lunar Dr. and potential liability claim settlement)

8:37 p.m. Mayor Vierra reconvened in Open Session with nothing to report.

8:37 p.m. There being no further business Mayor Vierra adjourned the City Council Meeting.

Chris Vierra, Mayor

Cindy Heidorn, City Clerk