

## **Minutes of the Blythe City Council June 12, 2018**

The June 12, 2018 Meeting of the Blythe City Council was called to order at 6:00pm in the Council Chambers by Mayor Reynolds. Also in attendance were Vice Mayor Egan and Council Members DeConinck, Rodriguez and Halby. Staff in attendance included: Interim City Manager and City Clerk Crecelius, City Treasurer and Finance Director Elms, Police Chief Wade, Public Works Director Baldizzone, Chief Building Official Garnica and City Attorney Bettenhausen.

The Pledge of Allegiance was led by Mayor Reynolds. The invocation was offered by Vice Mayor Egan.

**REPORT FROM CLOSED SESSION:** City Attorney Bettenhausen stated at approximately 5:00pm the City Council opened the meeting and recessed into Closed Session for discussion of two items: Labor Negotiations and License Permit determination. Direction was given, no final action was taken.

### **PRESENTATION:**

**Presentation of P.O.S.T. Executive Certificate to Police Chief Jeff Wade.** Gary Manani, P.O.S.T. Regional Manager for Region 7 which includes Riverside and San Bernardino Counties stated I am here this evening to present an Executive Certificate to Chief Jeff Wade. I am representing the Commission on Peace Officer Standards and Training and our Executive Director Manuel Alvarez. The P.O.S.T. Executive Certificate is awarded only to Police Chiefs and Sheriffs who have successfully completed the required training and served at least two years as the Chief Executive of their agency. The Executive Certificate recognizes the tenure of the Chief and the responsible position held by him/her in the community as well as Law Enforcement. P.O.S.T. was established in 1959. In the ensuing 59 years, only 1642 of these certificates have been issued. Chief Wade's is number 1642. This adds to the significance of this certificate as it takes quite a bit of work and time to achieve one of them. I've had the honor of working with Chief Wade and the pleasure of working with him over the years and found him to be a consummate professional and a perfect representation of what a Chief should be.

Chief Wade was presented with the P.O.S.T. Executive Certificate.

Chief Wade thanked Mr. Manani for traveling from Sacramento to present this Certificate. He mentioned Riverside and San Bernardino Counties, but he also covers Inyo and Mono Counties and the LA County Sheriff's department. He is a very busy man, but is always a phone call away. He also thanked his family for being here for his last P.O.S.T. Certificate. He gave a Special thanks to Lt. Coe for orchestrating this tonight and members of the Police Department for being here.

Interim City Manager Crecelius stated one reason this is so special is that Chief Wade is the first City of Blythe Police Chief to have earned this Certificate. It's a great honor and we all feel we are lucky to have you as our Chief congratulations on earning this very prestigious award.

**CONSENT CALENDAR:** *Items on the Consent Calendar are considered routine and will be enacted with one motion of the Council. If any item requires individual consideration, it will be removed from the consent calendar and acted upon separately.*

### **2. Posting of the Agenda.**

The summary of agenda items were posted on the bulletin boards on the outside of the

public entrance to the Council Chamber and near the inside entrance of the Council Chamber on Friday, June 8, 2018.

3. **Approval of the Warrant Register.**

Recommendation: Approve **6/12/18**, warrants numbered 68122 through 68205 in the amount of \$735,240.62 and **6/12/18**, warrants numbered 68021 through 68096 and Utility Billing refunds numbered 68097 through 68121 in the amount of \$667,980.03.

4. **Approval of the Payroll Register.**

Recommendation: Approve **6/12/18**, warrants numbered 50319 through 50343 and Direct Deposits numbered 42001 through 42054 in the amount of \$236,559.20; **6/12/18**, warrants numbered 50344 through 50366 and Direct Deposits numbered 42055 through 42111 in the amount of \$240,406.49; **6/12/18**, warrants numbered 50367 through 50368 in the amount of \$97.70; **6/12/18**, warrants numbered 50369 through 50370 in the amount of \$1,427.33 and **6/12/18**, warrants numbered 50371 through 50375 and Direct Deposits numbered 42112 through 42213 in the amount of \$75,460.89.

5. **Minutes of the May 8, 2018 City Council Meeting.**

Recommendation: Approve the Minutes of the May 8, 2018 meeting.

6. **City of Blythe Fire Department Monthly Activity Reports for May 2018.**

Recommendation: Receive and file this monthly report.

7. **Blythe Police Department Monthly Incident and Activity Report for May.**

Recommendation: Receive and file this monthly report.

8. **Request to Display Fireworks- Blythe Fire Department.**

Recommendation: Approve the application submitted by Blythe Fire Department for the display of fireworks on July 4th at the Colorado River Fairgrounds.

9. **Request for Sale and Display of Fireworks- Victoria Sanchez/First Assembly of God.**

Recommendation: Approve applications submitted by Victoria Sanchez/First Assembly of God for the sale of fireworks.

10. **Statement of Auditing Standards #114 Engagement Letters for FY 2017/18.**

Recommendation: Accept the Statement of Auditing Standards #114 as presented and authorize the Mayor and Finance Director to execute the attached letters of engagement with Teaman, Ramirez & Smith, Inc.

11. **Annual Reaffirmation of City Investment Policy.**

Recommendation: Adopt Fiscal Year 2018/19 Investment Policy as required by Government Code Section 53646.

12. **Appropriations Limit for Fiscal Year 2018-19.**

Recommendation: Adopt Resolution No. 2018-018 establishing the Appropriations limit for FY 2018-19.

*RESOLUTION NO. 2018-018. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2018-2019 FOR THE CITY OF BLYTHE IN ACCORDANCE WITH THE PROVISIONS OF DIVISION 9 OF TITLE 1 OF THE CALIFORNIA GOVERNMENT CODE.*

13. **Biennial Review of the Conflict of Interest Code.**

Recommendation: Adopt Resolution No. 2018-023.

*RESOLUTION NO. 2018-023. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE, CALIFORNIA, DIRECTING THE REVIEW OF THE CONFLICT OF INTEREST CODE FOR DESIGNATED EMPLOYEES AND OFFICIALS.*

No public comment. Councilman DeConinck moved approval of the Consent Calendar. The motion was seconded by Vice Mayor Egan with a unanimous aye vote.

**PUBLIC HEARING:**

**Annual Assessment of Lighting Districts Nos. 1 and 2 for FY 2018/9.** Finance Director Elms stated on May 8<sup>th</sup> Council adopted Resolution Nos. 2018-014 and 2018-

016 declaring its intention to levy and collect assessments within Lighting and Landscape Districts 1 and 2. Both Resolutions set tonight, June 12th at 6:00pm as the Public Hearing date for hearing protests related to the levy. At the Public Hearing Council must hear and consider all oral and written statements, protests, objections or other communications made or filed with respect to the levy and annual assessments for FY 2018/19. Subsequent to the Public Hearing it is recommended Council adopt Resolutions 2018-020 and 2018-022 ordering the Levy and Collection of Assessments in both Lighting and Landscape Districts 1 and 2 and adopt Resolutions 2018-019 and 2018-021 approving the Engineers report prepared by Wildan Financial Services.

The Mayor opened the Public Hearing. No public comment. The Public Hearing was closed. Councilman DeConinck moved approval of staff's recommendation. The motion was seconded by Vice Mayor Egan with a unanimous aye vote.

*RESOLUTION NO. 2018-019. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE AMENDING AND/OR APPROVING THE REPORT OF THE ENGINEER REGARDING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE CITY OF BLYTHE LIGHTING DISTRICT NO. 1 FOR FISCAL YEAR 2018-2019.*

*RESOLUTION NO. 2018-020. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE CONFIRMING A DIAGRAM AND ASSESSMENT, ORDERING THE IMPROVEMENTS AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN CITY OF BLYTHE LIGHTING DISTRICT NO. 1 FOR FISCAL YEAR 2018-2019 PURSUANT TO THE PROVISIONS OF PART 2 OF DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE.*

*RESOLUTION NO. 2018-021. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE AMENDING AND/OR APPROVING THE REPORT OF THE ENGINEER REGARDING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE CITY OF BLYTHE LIGHTING DISTRICT NO. 2 FOR FISCAL YEAR 2018-2019.*

*RESOLUTION NO. 2018-022. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE CONFIRMING A DIAGRAM AND ASSESSMENT, ORDERING THE IMPROVEMENTS AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN CITY OF BLYTHE LIGHTING DISTRICT NO. 2 FOR FISCAL YEAR 2018-2019 PURSUANT TO THE PROVISIONS OF PART 2 OF DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE.*

## **NEW BUSINESS:**

**Issuance of Commercial Cannabis Business Permits.** Interim City Manager Crecelius stated as Councilman Halby has a potential conflict of interest the issuance of these permits will be handled as two separate items. Councilman Halby recused himself from the meeting.

**Gr&Be, Inc.** Interim City Manager Crecelius stated Gr&Be submitted two applications, one for Micro-Business and one for Cultivation at 2473 W. Hobsonway. After they were un-successful obtaining one of the two Micro-businesses licenses available, staff worked with them to convert their micro-business application into a manufacturing facility as manufacturing was one of the license types proposed in the Micro-Business application. The location selected by Gr&Be which is on the corner of Hobsonway and Florence blvd. is zoned for commercial cannabis structures. Gr&Be has submitted the information required to pass the first three phases of the application process, including an in-depth interview. It is recommended Council issue Gr&Be

Commercial Cannabis Business permits for cultivation and manufacturing at 2473 W. Hobsonway.

No public comment. Vice Mayor Egan moved approval of staff's recommendation. The motion was seconded by Councilman Rodriguez with a unanimous aye vote.

Councilman Halby re-joined the meeting.

**Desert Community Network, LLC.** Interim City Manager Crecelius stated Desert Community Network, LLC submitted one application for a Micro-Business at 1790 W. Hobsonway. After they were unsuccessful obtaining one of the two Micro-Business licenses available, staff worked with Desert Community Network to convert their micro-business application into a cultivation and manufacturing operation. Cultivation and Manufacturing were two of the license types included in their original micro business application. The proposed location selected by Desert Community which is the site of the former bowling alley is zoned for commercial cannabis structures. Desert Community Network, LLC has submitted the information required to pass the first three phases of the application process, including an in-depth interview. It is recommended Council issue Desert Community Network commercial cannabis business permits for cultivation and manufacturing at 1790 W. Hobsonway.

No public comment. Vice Mayor Egan moved approval of staff's recommendation. The motion was seconded by Councilman Rodriguez with a unanimous aye vote.

**Request for Proposals- Comprehensive Fee Study, Full Cost Allocation Plan and Development Impact Fee Study.** Interim City Manager Crecelius stated at budget study sessions held in April and May, Council discussed issuing request for proposals for a comprehensive study of City fees and services, as a review of City fees has not been conducted in a number of years. The objective of the RFP is to find a firm to conduct a comprehensive user fee study and full cost allocation plan that includes reviewing and updating all fees and charges for services, recommending additional fees and providing a full cost allocation plan for every City department with overhead calculations for cost recovery. Additionally, the consultants are asked to provide a proposal to review and recommend Development Impact fees. It is recommended Council authorize staff to submit request for proposals for a comprehensive fee study, full cost allocation plan and development impact fees.

No public comment. Vice Mayor Egan moved approval of staff's recommendation. The motion was seconded by Councilman Rodriguez with a unanimous aye vote.

**Adoption of the FY 2018-19 Operating and Capital Budget.** Finance Director Elms stated the Blythe Municipal Code requires an annual budget be adopted by the City Council prior to the first day of each fiscal year. The annual budget process is in place in efforts to maintain a schedule that complies with the policy set by Council. The 2019 budget cycle began in January with the development of a preliminary budget by the Finance Department and staff. Through March the City Manager and Finance Director worked to refine the base budget as well as provided Department Heads the opportunity

to incorporate changes. During early stages of the budget process staff found it necessary to present the current financial position of the General Fund budget. This overview highlighted critical issues and direction from Council was given. Staff made adjustments based on direction received and presented a draft of the proposed 2018/19 Operating and Capital budget at a Study Session held on May 29<sup>th</sup>. The combined budget for all City funds totals \$23.5 million. This amount includes a General Fund budget of \$9.2 million. Early stages of the budget process showed a significant gap in revenue and expenditure projections of the General Fund. Although a balanced budget has been presented, it was not without making a reduction of three full time positions and other costs. The proposed budget contains appropriations for City wide operating funds including: enterprise, internal service, debt service, capital improvements and special revenue funds. The budget also includes appropriations for street improvements on Main Street, Wells and Willow and 3<sup>rd</sup> Street south of 14<sup>th</sup> Avenue all funded by Measure A, a street and storm drain project on Lovekin and Barnard funded by SB 1 and a traffic signal rehabilitation project funded by AB2766. Early projections show the City will once again be challenged with aligning revenues and expenditures for the 2020 budget year. The City continues to face rising operating costs with an emphasis on significant pension increases combined with a lack of growing revenue sources. Knowing this challenge is on the horizon Council and staff will need to continue on a conservative and proactive approach. It is recommended Council adopt Resolution No. 2018-017 adopting the City of Blythe's 2018/19 Operating and Capital Budget.

No public comment. Councilman DeConinck moved approval of staff's recommendation. The motion was seconded by Vice Mayor Egan with a unanimous aye vote.

***RESOLUTION NO. 2018-017. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLYTHE, CALIFORNIA ADOPTING THE FISCAL YEAR 2018-2019 OPERATING AND CAPITAL BUDGET.***

**Sewer Lift Rehabilitation- Palo Verde Oasis.** Public Works Director Baldizzone stated the lift station located in the Palo Verde Oasis subdivision has had several electrical problems this past year. The lift station is currently working at half capacity due to the removal of two pumps. In October the City signed an agreement for odor scrubbers and realized a savings of \$55,000. We have been working to eliminate the confined spaces at sewer lifts around the City and this sewer lift is in next year's budget. What we are requesting is to use these savings to purchase the pumps and controllers to expedite the repairs at this lift station. We contacted Rockwell Solutions which is the sole source in California. The lead time for the pumps is 3-4 months. Staff recommends Council approve a purchase order in the amount of \$42,856 to Rockwell Solutions for pumps and controllers for the Palo Verde Oasis Sewer Lift and authorize the appropriate budget adjustments necessary for this purchase.

No public comment. Vice Mayor Egan moved approval of staff's recommendation. The motion was seconded by Councilman Rodriguez with a unanimous aye vote.

**WRITTEN COMMUNICATION:**

**Reserved Parking Signs for Purple Heart Recipients.** Interim City Manager Crecelius stated staff received a letter from Chapter #2229 of the Military Order who has

purchased reserved parking signs for Purple Heart recipients. They are offering a sign to the City for installation near city hall. The sign would be provided at no cost, but the City would be responsible for purchasing the pole and installation of the sign. It is recommended Council provide direction to staff.

Vice Mayor Egan asked where we would put it. It was reported in the parking lot at City Hall there are two handi-capped spaces and one open space next to them which are closest to City Hall. We thought we could use that open space for this sign as it's close to the building and already designated as a reserved area.

No public comment. Councilman Halby moved approval of obtaining the sign. The motion was seconded by Vice Mayor Egan with a unanimous aye vote.

**ORAL REPORTS:**

Councilman DeConinck is still working on the property sale and we may need to have a Special City Council Meeting.

Councilman Rodriguez thanked the Police Department and staff for all the work they did on Measure D. Mayor Reynolds also thank BPOA for all they did as well.

Mayor Reynolds stated the Coachella Valley Rescue Mission will be here on June 14<sup>th</sup> . He would like to start recognizing community members and organizations that help the community.

**PUBLIC COMMENT:** None

**ADJOURN:** The City Council meeting was adjourned at 6:39pm.

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Dale Reynolds, Mayor

**ATTEST:**

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Mallory Crecelius, City Clerk