

PRESENT: Councilmembers Mendoza, G. Gonzalez Jr., Martinez & Ray

OTHERS: Lara, Waters, Marquez, Zacarias, Farley & Keller

ABSENT: Ortiz

FLAG SALUTE

PUBLIC COMMENTS – None

IV. CONSENT CALENDAR –ACTION AND INFORMATION ITEMS

Request Approval of the Consent Calendar Action Items (IV. A-C)

- A. Action: Approval of Minutes of the regular meeting held on January 12, 2015
- B. Action: Approval of Warrants
- C. Action: Approval of Proclamation: Proclaim January 26, 2015 as Canaan Smith

ON A MOTION BY GONZALEZ JR., SECOND BY MARTINEZ IT WAS VOTED TO APPROVE THE CONSENT CALENDAR. APPROVED UNANIMOUSLY.

V. ACTION/DISCUSSION ITEMS

- A. Information: Presentation of Appreciation Award to Helen Gonzales for 15 Years of Dedicated Service
Mayor Mendoza presented an award to Helen Gonzales for her 15 years of dedicated service to the City of Woodlake.
- B. Information: Water Meter Project Update
City Employee Waters reported the following: as part of the water meter project the City was required to complete a leak detection study and a rate study. The City recently completed the leak detection study that pinpointed areas where water loss was occurring. The City is also in the process of completing a rate study to help determine the new fee structure for water usage. At this time it is estimated the monthly rate for water may increase to \$37.00 but this will be over a 5 year period. This rate is estimated for about 10,000 gallons of water per household. The increase would begin in July of 2016. Once both of these processes are completed, the City will begin to work on the water meter engineering and installation process. Councilmember Ray asked if there are meters currently in place. City Administrator Lara stated yes, but they are manual read meters and do not give a good indication of water use. Councilmember Ray asked if the schools would be exempt from the water rate increase. City Administrator Lara stated no. Councilmember Martinez asked if rates would increase for commercial. City Administrator Lara stated yes, they would have a base rate as well. Councilmember Gonzalez Jr. asked if there were any major problems discovered in the leak detection study. City Employee Waters stated most of the leaks were near hydrants and there will be project funds to repair the leaks. City Administrator Lara stated the City has been able to replenish the sewer fund with the addition of the septic receiving station and this

will allow lowering the sewer rates for next year. Mayor Mendoza stated the City of Lindsay had conducted a leak detection study and discovered many leaks within the city. He asked City Employee Waters to describe how the study is conducted. City Employee Waters stated the process is an acoustic method that allows the use of a microphone to listen for water and detect leaks. Mayor Mendoza asked staff to continue to inform and educate the residents regarding the implementation of the water meters. Councilmember Martinez asked if the smart meters will be controlled from City Hall. City Administrator Lara stated yes, the Public Works staff will be able to read the meter within a one mile radius and all water shut off's will be controlled by city staff.

- C. Action: Adoption of Resolution: Approval of the Right-of-Way Agreements for the Properties with APN 060-134-018 (Mauer) and APN 061-170-060 (Orozco), which is Associated with Construction of the City of Woodlake Roundabout Project

City Administrator Lara reported the following: there were two remaining property owners who had signed Right of Entry Forms as presented by the City of Woodlake. This allows the City to enter their properties for the purpose of constructing or improving the public highway, but does not serve as a waiver for their right of compensation.

Last week both property owners, Mauer and Orozco agreed to sell their properties. Mauer accepted the City's original offer plus ten percent over appraised value and Orozco had her own appraisal done. The appraisal came in lower than what the City had offered in its last offer. The purchase prices of the two properties are as follows:

APN 060-134-018 (Mauer) \$134,750
APN 061-170-060 (Orozco) \$122,000

City staff recommends that Council approve the Right-of-Way Agreements for APN 060-134-018 (Mauer), APN 061-170-060 (Orozco) and grant the City Administrator the authority to sign the above mentioned Right-of-Away Agreement and pertinent Right-of-Way documents

ON A MOTION BY GONZALEZ JR., SECOND BY MARTINEZ IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE RIGHT OF WAY AGREEMENTS FOR PROPERTIES APN 060-134-018 MAURER AND APN 061-170-060 OROZCO FOR CONSTRUCTION OF THE WOODLAKE ROUNDABOUT. APPROVED UNANIMOUSLY.

- D. Action: Adoption of Resolution: Approval of the Right-of-Way Acquisition for APN 061-160-020 (Rivas)

City Administrator Lara reported the following: at the October 13, 2014 City Council meeting staff presented to Council the preliminary steps being taken for the possible development of a plaza in Downtown Woodlake on Magnolia St. One of the first steps would be to acquire four properties that are privately owned. Staff had appraisals performed on all four of the properties. Staff met with the four property owners to review their individual appraisal and answer any questions they may have regarding the appraisal and acquisition process. Each property owner was also given a copy of their appraisal. The property owner for APN 061-160-020 (Rivas) agreed to sell his property for seventy seven thousand dollars (\$77,000). That is ten percent above appraised value, which staff

believes to be a fair market price. Staff will continue to negotiate with the remaining property owners.

ON A MOTION BY MARTINEZ, SECOND BY RAY IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE RIGHT OF WAY ACQUISITION FOR APN 061-160-020 (RIVAS). APPROVED UNANIMOUSLY.

- E. Action: Adoption of Resolution: Enter Into a Supplemental Agreement with the Tulare County Transportation Authority (TCTA) for the Preliminary Engineering (PE) of the Woodlake Plaza Project and Authorize the Mayor of the City of Woodlake to Sign the Supplemental Agreement

City Administrator Lara reported the following: the City would like to initiate the preliminary engineering for the Woodlake Plaza Project and has requested funding from the Tulare County Transportation Authority to pay for the project's preliminary engineering. The cost of the preliminary engineering is estimated to be \$130,000 and would come from the City of Woodlake Bike/Pedestrian Tier 2 section of Measure R. The overall cost of the project is estimated to be \$1,982,000. The project will be funded with a Department of Housing and Community Development Grant, Measure R and local funds. Quad Knopf will draft the plans for review. Mayor Mendoza asked when project should be complete. City Administrator Lara stated by next April or May. Councilmember Ray asked why Quad Knopf was selected. City Administrator Lara stated the funding allowed for the City to select Quad Knopf. Quad Knopf has complete numerous other projects in the City and they understand this project.

ON A MOTION BY RAY, SECOND BY GONZALEZ JR IT WAS VOTED TO ADOPT THE RESOLUTION AND ENTER INTO A SUPPLEMENTAL AGREEMENT WITH TCTA FOR THE PE OF THE WOODLAKE PLAZA PROJECT AND AUTHORIZE MAYOR TO SIGN AGREEMENT. APPROVED UNANIMOUSLY.

- F. Action: Adoption of Resolution: Approval of the City of Woodlake's Independent Audit and Financial Statements for the Year Ended June 30, 2014.

City Administrator Lara reported the following: staff has reviewed the independent auditor's report for the year ended June 30, 2014, and concurs with the findings. The financial statements present fairly, in all material respects. The notes show that all funds but the Airport Fund has made a full financial recovery. While the General Fund now operates in the black, the City needs to continue working towards the development of a reserve. The Airport Fund continues to operate with a negative fund balance. This happened as the result of expenditures exceeding revenues year after year. In order to increase revenues within the Airport Fund, airport fees have been increased. This has helped increase revenues. Staff believes that the mechanisms, now in place, will continue keeping revenues above expenditures at the Airport, which will aid in the reduction of the negative fund balance in fund (041). While the City of Woodlake had seen a decline in revenues for the past five years; revenues are turning around. The City continues to be run in a very conservative fashion.

Administration fully believes that with the internal controls that have been set in place, the City of Woodlake will continue to recover and become a financially strong City. Mayor Mendoza asked City Administrator Lara to

give a brief overview of the general fund from its highest point in the red to where we are now. City Administrator Lara stated in November 2012 the general fund was 1.2 million in the red and so some changes were made, employees are now contributing to their retirement, changing to a partial self-insured health benefits plan and pay cuts. To date the City is now \$600,000 in the black. This allows the City to now support various programs such as the new city murals, the July 3rd event, continue to improve downtown, add a new police officer position for the 2015/2016 year and possible pay increases. The airport was once \$200,000 in the red and is now \$100,000 in the red. The airport is now making money with increased rental rate for the hangars. Councilmember Gonzalez Jr. asked how the renters felt when hit with the new rental rates. City Administrator Lara stated they were not happy but understood the increase. Councilmember Martinez asked if all the hangars are rented. City Administrator Lara stated yes.

ON A MOTION BY MARTINEZ, SECOND BY GONZALEZ JR. IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE CITY OF WOODLAKE'S INDEPENDENT AUDIT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2014. APPROVED UNANIMOUSLY.

E. Information: Website Presentation

City Employee Waters reported the following: the City website is almost complete and should be ready to go live by next week. Mayor Mendoza asked for a historical statistic tab to be added to give history of the City, such as population.

VI. OTHER BUSINESS

A. Information: Items from Staff

City Administrator Lara – reported construction on the roundabout should start in April. Student Representative Keller – reported they had their Winter Formal on January 23rd and it was a great event. The high school was awarded a free concert by Canaan Smith and it was great. Sadie Hawkins is February 13th.

City Clerk Zacarias – reminded everyone the dedication ceremony for Mural #2 is Friday at 10 am and will be held in the parking lot of the Substation.

B. Information: Items from Council Members

Councilmember Martinez – reported he attended the Council of Cities meeting last week. The topic was water conservation and how to track water use. GSA groups will be formed throughout Tulare County and meetings will be held to discuss the topic and report back to the state. City Administrator Lara stated the issues will begin when competing starts for water usage and trying to get everyone to work together. Mayor Mendoza stated if the various entities do not curtail their use of water, the state will take over and everyone will be affected.

Councilmember Ray – stated when he was on Council before they would receive statistics from the police department and asked if they could receive them again. Chief Marquez stated the department only keeps stats that are mandated by the DOJ. He will discuss this request with legal counsel to determine if the stats are available for public viewing. Councilmember Ray asked why the Public Works Superintendent is no longer attending the council meeting. City Administrator Lara stated as mentioned in the last council meeting, any concerns or questions regarding Public Works should be directed to City Employee Waters. The PW Superintendent will be retiring on May 29, 2015 and the

position will be eliminated. Councilmember Ray asked for a listing of all the positions available in the City. City Administrator Lara will provide a list to Councilmember Ray. Mayor Mendoza – reported he is happy to see the airport is doing better and asked Councilmember Ray for his thoughts on what the previous council had in mind for the airport when they took it over, since Councilmember Ray was on Council at that time. Councilmember Ray stated at that time no one was interested in the property so the City decided to take it over. The previous Council discussed the land had great potential and discussed an expansion of the sewer plant. Mayor Mendoza reported he is happy to see the deficit decreasing.

C. Request from Council Members for Future Agenda Items

NOTICE TO THE PUBLIC

As provided in the Ralph M. Brown Act, Government Code sections 54950 et seq., the Governing Board may meet in closed session with members of its staff and its attorneys. These sessions are not open to the public and may not be attended by members of the public. The matters the Council will meet on in closed session are identified below or are those matters appropriately identified in open session as requiring immediate attention and arising after the posting of the agenda. Any public reports of action taken in the closed session will be made in accordance with Government Code sections 54957.1

VIII. ADJOURN

The next scheduled City Council meeting will be held on Monday, February 9, 2015 at 6:30 p.m. at City Council Chambers located at 350 North Valencia Boulevard, Woodlake, CA 93286.

City Council:

Rudy Mendoza - Mayor

Frances Ortiz - Vice Mayor

Chuck Ray - Councilmember

Greg Gonzalez Jr. - Councilmember

Jose L. Martinez - Councilmember

Meeting adjourned at 7:30 p.m.

Submitted by,

Irene Zacarias

City Clerk