



City of Guadalupe

AGENDA

Regular Meeting of the Guadalupe City Council and

Tuesday, July 11, 2023, at 6:00 pm

City Hall, 918 Obispo Street, Council Chambers

The City Council meeting will broadcast live streamed on the City of Guadalupe's Official YouTube channel: <https://www.youtube.com/channel/UCaxeHWd9JkmvKnGFU8BAYQQ>

If you choose not to attend the City Council meeting but wish to make a comment during Community Participation Forum or on a specific agenda item, please submit via email to juana@ci.guadalupe.ca.us no later than 2:00 pm on Tuesday, July 11, 2023.

Please be advised that, pursuant to State Law, any member of the public may address the City Council concerning any item on the Agenda, before or during Council consideration of that item. If you wish to speak on any item on the agenda, including any item on the Consent Calendar or the Ceremonial Calendar, please submit a speaker request form for that item. If you wish to speak on a matter that is not on the agenda, please do so during the Community Participation Forum.

The Agenda and related Staff reports are available on the City's website: www.ci.guadalupe.ca.us Friday before Council meeting.

Any documents produced by the City and distributed to a majority of the City Council regarding any item on this agenda will be made available the Friday before Council meetings at the Administration Office at City Hall 918 Obispo Street, Monday through Friday between 8:00 am and 4:30 pm, and also posted 72 hours prior to the meeting. The City may charge customary photocopying charges for copies of such documents. Any documents distributed to a majority of the City Council regarding any item on this agenda less than 72 hours before the meeting will be made available for inspection at the meeting and will be posted on the City's website and made available for inspection the day after the meeting at the Administrator Office at City Hall 918 Obispo Street, Monday through Friday between 8:00 am and 4:30 pm.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, including review of the Agenda and related documents, please contact the Administration Office at (805) 356.3891 at least 72 hours prior to the meeting. This will allow time for the City to make reasonable arrangements to ensure accessibility to the meeting.

1. ROLL CALL:

Council Member Christina Hernandez
Council Member Gilbert Robles
Council Member Megan Lizalde
Mayor Pro Tempore Eugene Costa Jr.
Mayor Ariston Julian

2. PLEDGE OF ALLEGIANCE

3. MOMENT OF THANKS, APPRECIATION OR CONDOLENCES.

4. AGENDA REVIEW

At this time the City Council will review the order of business to be conducted and receive requests for, or make announcements regarding, any change(s) in the order of business.

5. COMMUNITY PARTICIPATION FORUM

Each person will be limited to a discussion of three (3) minutes or as directed by the Mayor. Pursuant to the provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

6. CONSENT CALENDAR

The following items are presented for City Council approval without discussion as a single agenda item in order to expedite the meeting. Should a Council Member wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.

- A. Waive the reading in full of all Ordinances and Resolutions. Ordinances on the Consent Calendar will be adopted by the same vote cast as the first meeting unless City Council indicates otherwise.
- B. Approve payment of warrants for the period ending July 3, 2023, and ratify payment of warrants for the period ending June 19, 2023.
- C. Approve the Minutes of the City Council regular meeting of June 27, 2023.
- D. Adopt Resolution No. 2023-56 authorizing the City to enter into an agreement with Chisam Utility Management LLC for professional Interim Public Works Director/City Engineering services.
- E. Adopt Resolution No. 2023-57 designating Interim Public Works Director/City Engineer Dwayne Chisam, as the authorized agent and signatory for Guadalupe Transit grants, documents, and related periodic reports, effective July 12, 2023, with the departure of the current signatory, Shannon Sweeney.
- F. Adopt Resolution No. 2023-58 establishing the revised appropriations limit from tax proceeds for Fiscal Year 2022-2023.
- G. Adopt Resolution No. 2023-59 accepting a donation of \$41,127.28 to the Guadalupe Police Department from the One805 Foundation towards the purchase of a generator for the public safety building.
- H. Adopt Resolution No. 2023-60 authorizing the purchase and installation of a generator for the Guadalupe Police Department building utilizing grant monies from the One805 Foundation and ARPA funding (and from Proposition 172 funds, in necessary).

I. MONTHLY REPORTS FROM DEPARTMENT HEADS

1. Planning Department report for June 2023
2. Building Department report for June 2023
3. Recreation and Parks reports for April & May 2023

7. **CITY ADMINISTRATOR REPORT:** (Information Only)

8. **DIRECTOR OF PUBLIC SAFETY REPORT:** (Information Only)

PUBLIC HEARING

9. **Review and approval of Draft Housing Element for review by Housing and Community Development (HCD) and adopting of Resolution No. 2023-61.**

Written report: Larry Appel, Contract Planning Director

Recommendation: That the City Council:

- a. Receive a presentation from staff and consultant; and
- b. Conduct a public hearing; and
- c. Direct staff to transmit the Draft Housing Element to HCD for the required 90-day review; and
- d. Direct consultant to prepare and appropriate draft environmental document to address any impacts created by adopting of the Draft Housing Element.

10. **Completion and Close-Out of CDBG FY 2017 Grant Project: Le Roy Park and Community Center and City of Guadalupe Community Resilience Plan.**

Written report: Tiffany Gonzales, Community Development Director, LADG

Recommendation: That the City Council hold a public hearing seeking community input on the completion of the City's Community Development Block Grant (CDBG) FY 2017 Grant Project: Le Roy Park and Community Center and City of Guadalupe Community Resilience Plan, adopt Resolution No. 2023-62 for the approval and acceptance of the City of Guadalupe Community Resilience Plan, and adopt Resolution No. 2023-63 for the approval and acceptance of the completion and closeout report of the City of Guadalupe's CDBG FY 2017 project/contract prior to the close-out of the grant as required by the Community Development Block Grant close-out process.

REGULAR BUSINESS

11. **Fiscal Year 2021-22 Audited Financial Statements, Single Audit Report, and GANN 2022 Agreed-Upon Procedures.**

Staff Report: Janice Davis, Finance Director

Presentation: Mitesh Desai, Badawi & Associates

Recommendation: That the City Council receive and accept the City of Guadalupe Financial Statements for the Year ended June 30, 2022, along with the Independent Auditor's Report, as well as accept the Single Audit Report for 2022 and the GANN 2022 Agreed-Upon Procedures.

12. New job description and classification of Finance Clerk, regular, part-time (non-benefit) position in the Finance Department.

Written report: Tegnear Butler, Human Resources Manager

Recommendation: That the City Council adopt Resolution No. 2023-64 approving the classification and job description for the regular, part-time Finance Clerk position in the Finance Department and authorizing staff to initiate recruitment.

13. FUTURE AGENDA ITEMS

14. ANNOUNCEMENTS – COUNCIL ACTIVITY/COMMITTEE REPORTS

15. ADJOURNMENT TO CLOSED SESSION MEETING

16. Conference with Labor Negotiators

(Subdivision (a) of Gov. Code Section 54957.6)

Agency designated representatives: City Administrator and Human Resources Manager

Employee organizations: Service Employees International Union (SEIU), Local 620; Guadalupe Police Officers Association (POA)

17. ADJOURNMENT TO OPEN SESSION MEETING

18. CLOSED SESSION ANNOUNCEMENTS

19. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall display case and website not less than 72 hours prior to the meeting. Dated this 6th day of July 2023.

Todd Bodem

Todd Bodem, City Administrator

PROPOSED FUTURE CITY COUNCIL AGENDA ITEMS

Council Meeting: Date and Subject	Department	Agenda Category	
Tuesday, July 25, 2023, at 6:00 pm / Regular Meeting			
Central Coast Community Energy 3CE		Presentation	
FY 23-24 Budget Adoption	Finance Department	Regular Business	
Waste Management Contract Extension	City Attorney	Regular Business	
Tuesday, August 8, 2023, at 6:00 pm / Regular Meeting			
Tuesday, August 22, 2023, at 6:00 pm / Regular Meeting			
Other Unscheduled Items	Proposed Date of Item	Department	Agenda Category
Tree Ordinance		Public Works	New Business
Sidewalk Vending Ordinance		Planning Department	New Business
Food Truck and Special Event Ordinance		Planning Dept	New Business
Gift Policy		City Attorney	New Business
Benefit for Unrepresented Employees		Human Resources	New Business
State of City Report		Admin Department	New Business