

MINUTES
City of Guadalupe

Special Meeting of the Guadalupe City Council
Monday, April 19, 2021 at 5:30 pm
City Hall, 918 Obispo Street, Council Chambers

1. ROLL CALL:

Council Member Liliana Cardenas
Council Member Gilbert Robles
Council Member Eugene Costa Jr.
Mayor Pro Tempore Tony Ramirez
Mayor Ariston Julian

All council members were present.

2. PLEDGE OF ALLEGIANCE

3. COMMUNITY PARTICIPATION FORUM

None

BUSINESS

4. Fiscal Year 2021-2022 Proposed Budget for Budget Workshop.

Lorena Zarate, Finance Director, began the workshop by stating that the City Council and City staff participated in a goal setting session on March 6, 2021. One of the goals of the City Council was to have a balanced budget for FY 2021-2022. From that was the priority to build up reserves.

A preliminary draft budget was prepared for review and discussion at this workshop. Each department was given the opportunity to evaluate and determine appropriate proposals for staffing, operations, and services levels. It is Ms. Zarate's intent to present a final budget to the City Council the regular May 11, 2021 meeting.

Although there was some discussion on the Enterprise Funds, the primary focus was on the General Fund (GF). Ms. Zarate began with a summary of the GF. The preliminary draft budget shows revenues of \$5,995,167 and expenditures of \$6,518,081, a gap of \$522,914. There is an anticipated increase of 27% in revenues from the approved budget for FY 2020-2021. That amounts to the expected revenues from taxes, \$3,868,345. Projections show sales tax revenue of \$511,345 and Measure X sales tax revenue of \$175,000. Estimates from Measure N sales tax revenue are to be \$625,000 for FY 2021-2022. She asked the Council how to proceed with the meeting. There was a list of recommended areas

to consider for elimination and to possibly review for next year. Mayor Julian suggested she use the narrative on her staff report, specifically pages 2 thru 6, going through each fund.

Ms. Zarate began the budget discussions first with a General Fund conclusion. According to the preliminary draft budget, estimated expenditures are \$6,518,081, which is approximately 22% greater than the approved budget for FY 2020-2021. As Ms. Zarate stated in her opening comments, there is an estimated gap of \$552,914 in the General Fund. For FY 2021-2022, it is estimated that the GF balance to be in the red approximately by \$250,000. She then discussed the proposed budget for each area.

City Council

The budget is close to the prior year with a 3% decrease. Monthly stipend remains at \$150.

Administration

In the preliminary draft budget, there is a 1% increase from the approved budget for FY 2020-2021. Ms. Zarate noted the following: 1) estimated 5% COLA for SEIU and unrepresented staff; 2) HR Manager position increasing from part-time to full-time/exempt; 3) CalPERS retirement contributions and unfunded liability, and 4) estimated 10% increase in benefits. Mayor Julian asked if the 10% increase in benefits was "across-the-board". Ms. Zarate said, "Yes, the 10% increase includes all benefits (health, dental & vision). The 10% was used last year which was fairly close to the actual increase." The mayor also asked about the increase from part-time to full-time for the HR Manager, specifically, the rate of pay. Ms. Zarate said, "Assuming a 5% COLA increase on 7/01/21 for unrepresented employees, the hourly rate would be \$38.056 or \$110,888 with all benefits. The rate now is \$36.25 hourly."

Attorney

Last year's budget was \$90,000. It's been increased another \$10,000, or 11%, for labor law consulting.

Finance

There is an 8% increase in the preliminary draft budget with justification as also stated in Administration, #1, #3 and #4. Other line items were similar to last year. Expenses were shown like in the prior year. However, increases were shown for IT, new software, and website enhancements. Ms. Zarate also mentioned the need to look at other options for delivery of daily bank deposits. Currently an employee delivers monies daily to the local bank, Mechanics Bank. Potential risks can be involved so she was suggesting a depositor safe on premises, Armored car pick up at City Hall, etc. She said, "There's a risk vs benefit factor to consider here but a more secure way of depositing monies needs to be reviewed."

Non-Departmental

The total proposed budget of \$693,706 is a 25% increase over the preliminary draft budget from FY 2020-2021. Some of the items listed were: 1) \$9,700 to train all City staff and management; 2) \$2,700 for bank service charges; 3) \$6,500 for HdL consulting for future sales and property tax revenue projections; 4) \$15,000 for a salary survey of all City positions; 5) increased costs for IT services with new provider; 6) fees for monthly website maintenance; 7) increased lease agreement for City's copiers; 8) \$26,000 for new financial accounting software, and 9) \$36,200 for Maintenance of Effort – Streets.

Building Maintenance

With a preliminary draft budget of \$176,720, that represents a 6% increase from the budget for FY 2020-2021. The 6% increase relates to: 1) estimated 5% COLA for SEIU; 2) CalPERS retirement contributions and unfunded liability; 3) 10% estimated increase in health, dental and vision benefits; 4) \$58,000 for utilities which includes new costs for LeRoy Park; 5) \$7,000 for membership dues for storm water permit and other health permits, and 6) Professional Services' proposed budget was increased to account for facility inspections, including LeRoy Park, and 4) estimated budget amounts for general liability, property, workers' compensation, and miscellaneous insurances. Facilities maintenance was moved to Capital Improvements – Fund 76.

Police

The Police Department's preliminary draft budget is \$2,670,500, which is a 21% increase over the approved budget for FY 2020-2021. Some of the items involved with this increase are: 1) approved 3% COLA for POA employees; estimated 5% COLA for SEIU employees; approved 3% COLA for Director of Public Safety; 2) CalPERS retirement contributions and unfunded liability; 3) estimated 10% increase in health, dental and vision benefits; 4) costs for a new hire and an unfilled position, and 5) estimated 3% overtime budget based on annualized date from FY 2020-2021. It's assumed that the School Resource Officer (SRO) contract will be renegotiated to fund 50% of officer's costs. Assumption is that the new hires assigned to airport duty will be fully funded through the airport contract with the City.

Fire

The preliminary draft budget shows a 33% increase for the Fire Department from the approved budget for FY 2020-2021. Some of this 33% increase is from the following: 1) possible 5% COLA; 2) approved 3% COLA for Director of Public Safety; 3) CalPERS retirement contributions and unfunded liability; 4) estimated 10% increase in health, dental and vision benefits, and 5) overtime budget based on annualized data from FY 2020-2021.

Parks & Recreation

Parks & Recreation Department's preliminary draft budget of \$286,930, is a 59% increase from the approved budget for FY 2020-2021. Some of the items involved with this increase are: 1) estimated 5% COLA for SEIU; 2) CalPERS unfunded liability; 3) estimated 10% increase in health, dental and vision

benefits; 4) two unfilled positions under Public Works Director and one new position; 5) increase in utilities, including higher landscaping costs for LeRoy Park, and 6) \$25,000 for recreation programs.

Building and Permits

The preliminary budget draft of \$256,850, for the Building and Permits Department is a 28% increase from the approved budget for FY 2020-2021. Reasons for the increase are: 1) estimated 5% COLA for SEIU; 2) CalPERS retirement contributions and unfunded liability; 3) increase of professional services at \$131,000 for potential renegotiation of agreement with Mr. Appel, contract planner.

Ms. Zarate turned the discussion to the revenue section of the projected budget as the City Council had no questions at this point. Projected revenues calculated by HdL are the following: 1) Measure X @ \$175,000; 2) Sales Tax @\$511,345; 3) Measure "N" @\$625,000; 4) 8% increase in property tax, and 4) projected building permits for 53 lots in Pasadera. Ms. Zarate said that there was a 9% increase in total revenues from the prior year.

Mayor Julian asked how much the City is receiving from Chevron. Ms. Zarate said that the City is getting \$90,000 from Chevron.

To address the estimated \$522,914 gap in the General Fund, the discussion then turned to pages 6 & 7 of her staff report which included areas where the preliminary draft budget could potentially be reduced or eliminated.

Those items to potentially eliminate for cost savings are:

- Additional attorney costs of \$10,000 for labor law consulting.
- Training for City staff and management for \$9,700.
- HDL consulting of sales and property tax revenue projections for \$6,500.
- Cost study analysis for the update of the master fee schedule for \$50,000.
- Salary study analysis for evaluation of employee salaries for \$15,000.
- Fiber optic internet for \$8,000.
- Paid Call Firefighter (PCF) Program for \$45,000.
- New "Events Coordinator" position (in Parks & Recreation Dept.) for \$48,000.

Items to potentially reduce or renegotiate for cost savings are:

- Park improvements from \$90,000 to \$45,000.
- COLAs for SEIU, IAFF, and unrepresented staff-decrease from 5% to 3%, for about \$13,000 savings.
- COLA for IAFF-decrease from 5% to 3% negotiate for about \$13,000 savings OR decrease from 5% to 0% for savings of about \$32,000.
- Additional attorney's costs by \$10,000 for labor law consulting.
- Recreation programs from initial proposal of \$25,000 to a lower amount.
- Planning consultant agreements for Building and Permits Department.

Note: Overtime costs for both public safety departments could also be reviewed for potential savings.

Mayor Julian asked, "Was 7% the projected amount in reserves at end of this year. Was that goal the had been discussed in the goal setting workshop?" Ms. Zarate said, "We talked about 7% but we really want it at 15%". The mayor said, "We really want 30%." He then said that there are 476 cities in California listed on a website. Cities that are in financial jeopardy. Guadalupe is #46 on that list. Four years or so ago, we were in the red around \$700,000. We had '0' reserves in our account. We had projected retirement hits. There were infrastructure issues. Then we built that up to about \$300,000 in reserves. Then it starts to go downhill. We need to look at our goals and mission and ways to reduce our deficit." The mayor turned to those requesting to speak on the preliminary budget.

David Bonifacio told the Council that he lives in Lompoc and has been a PCF since 2006. He's a full-time technician with SafeLite Auto Glass. As a PCF he's been involved with various natural disasters, such as floods and a train derailment. He's covered the City when others in the Fire Department were out on strike teams. As for the PCF Program, he said, "I don't it to go away. When there's a burning building, we need '2-in and 2-out'. I ask the Council to consider an alternative option. I've put my life into this. I don't want to go elsewhere. I love the City."

Ryan Mack thanked the Council for the opportunity to speak as an off-duty fire employee. He said, "I was hired 13 years ago. Being a fire department employee is my life's greatest honor. I absolutely love it. I've seen both good and bad years. When the City faced disincorporation, I knocked on doors with the Police Department and others for Measure X. I've participated in numerous Strawberry Festivals and Salad Bowl Festivals. I was responsible for completing the FEMA paperwork for COVID. During the City's tough financial times, where other departments furloughed, Fire gave in financial concessions. The day-time firefighter took furloughs but how now retired and hasn't been replaced. There hadn't been a raise in 20 years. There hasn't been a Fire Chief in over nine years."

Mr. Mack also said, "I'm not just here to give the negatives. The City did step up by approving our three Fire Engineers. Pay increases were needed for the past two decades and they were given. I want to thank the City Council for that. Tonight, I just want to say to the Council that the proposed actions for the Fire Department may be short-sighted. Are the cost savings worth firing our volunteers? The PCF Program can be converted to a Seasonal Firefighter or a full-time position. \$100,000 can be generated via a strike team during fire season."

He continued further by saying that this time last year, there were 15 members in the Fire Department. Now there are eight. In the PCF Program, only two PCFs remain for a combined 18 years of service. A seasonal firefighter is needed to backfill for a strike team. Each fire season, a strike team can generate \$100,000 for the City. A pay increase is needed for full-time staff. I estimate that about \$2.0M has been saved for the City in the past 10 years. Of the 158 fire departments in the state, 156 have a Fire Chief. I'm asking the City Council to consider the return of a Fire Chief or a Battalion Chief. The \$45,000 for the PCF Program could be used for a part-time Fire Chief. This Fire Chief would bring fire experience to the department, write grants, network with others Fire departments, handle special programs, etc."

Shirley Boydston said, "It's criminal to see the large gap in the budget. Auditors and Lorena have told the City before about this. We've got to bring the budget down. Also, there's nothing in the budget about the library."

Amelia Villegas followed Ms. Boydston's last comment about the library. She explained that the Santa Barbara County Board of Supervisors has yet to present the budget for the libraries. Ms. Villegas said, "It is anticipated that things will remain as "status quo", meaning that there would be an expectation that the City would continue contributing \$15,000 towards the library's rent as they've done for the current year. The County would then be expected to pick up the remaining amount for 12 months of rent. We're not sure yet when the library budget will be presented by the Board. But it would probably be in early June."

Council Member Ramirez thanked the "Ad Hoc Group" for the recommendations, one of which was the facilities master plan looking at every facility and parks. He said, "I met with Lorena to go over some of the budget items already. The Council's stipend hasn't been touched in years. I'd suggest shifting the stipend monies around or actually getting rid of it." As for the proposal to increase the HR Manager's position from part-time to full-time, he was surprised as he assumed it already was a full-time position. He also commented on two Non-Departmental proposals, \$50,000 for Master Fee Schedule and \$15,000 for salary study. He said he wasn't sure that now is the right time to do these.

Council Member Cardenas said that we need to make corrections to the budget. She questioned the position of Events Coordinator proposed for the Parks and Recreation Department. Charlie Guzman, Recreation Coordinator, said, "The idea would be to help when the City auditorium is rented; at events at O'Connell and LeRoy Parks by opening and closing those restrooms; opening and closing City Hall, and overall, supplementing Shannon Sweeney's department."

The mayor said, "There's \$25,000 proposed for recreation programs. What are the programs? Charlie Guzman said, "There's zero/no budget for any program. Monies were spent for parks and building maintenance. These would be programs we're recommending are for youth, adults. Exercise programs for seniors. The Recreation Commission came up with these programs for the \$25,000 budget proposal. We're looking at youth and adult tournaments, like for basketball and volleyball. Judo, Zumba, karate, aerobic exercises, educational and cultural classes, Girls Scouts and Boy Scouts. The \$25,000 would be used to purchase equipment for these various activities. The City doesn't have any equipment now. We could also have revenue-making activities, such as a 5K run for the City's 75th anniversary, a bike tour, carnival, monthly/bi-monthly Bingo game, etc."

Mr. Guzman also gave an example of the Frank Almaguer Basketball Tournament that had run for more than 30 years. An entrance fee was charged, and a snack bar raised monies for each game played. Mr. Guzman said that he would look to the City to take over the basketball tournament. He said that he would also like to look at youth programs, such as softball, basketball, video games, horseshoe games, badminton which could also generate revenue. He mentioned reaching out to the City's businesses, as well as the schools, to support these programs.

Council Member Ramirez said, "We need to see if other organizations would be willing to participate in organizing any of these activities, such as Bingo. This is an ambitious list of recreation programs."

As for a senior program, Mayor Julian mentioned that such programs cost money. Teachers for these programs need to be paid. Cost could be around \$1,000 per program. Non-government, non-profits are funded to do exercise programs." The mayor went on to say, "I'm a recreation proponent. We all are. The proposals from Mr. Guzman are good. The Boys & Girls Club may be applying for have resources & funds under CDBG Program to run their programs. I think, though, that the recreation program proposal is a bit over-the-top at this point."

Council Member Cardenas said, "We need to partner with other organizations so we can strengthen what we can offer the community. Explore that first before going forward with proposal for these recreation programs."

Council Member Robles added, "This is the first time there's a budget. Was there anything in the past?" Mr. Guzman said, "I don't think that there was a budget but there were no programs either. I agree to reach out to other organizations to provide assistance." Council Member Ramirez suggested looking at two or three suggested programs and work with maybe a couple organizations who might agree to work with the City and come back to the Council for further discussion. Some homework needs to be done on these proposed programs.

Mr. Guzman talked a little about facility rentals. He suggested that the rentals will pay for what we're asking budget-wise. Council Member Costa, Jr. asked, "If programs were to start, such as adult basketball, do the monies from these programs go to Parks and Recreation or would it go to the General Fund?" Ms. Zarate said, "Depends on how we want to account for it. But we can show revenue coming in and also monies going out." Council Member Costa, Jr. also asked what the COLA is for the state? Ms. Zarate said, "CPI for March is 2.2%"

The mayor offered Bobby Salinas of the Recreation Commission to give any comments. Mr. Salinas said, "The Recreation Commission is motivated. The Recreation Coordinator is motived and the community needs recreation. Currently, we have residents going to other cities. New residents don't see any programs or activities. We've looked at events that Guadalupe had before. Some funds will come from facility rentals. I also agree that reaching out to other organizations to get things started is a good idea."

Council Member Cardenas asked about the "Emergency Preparedness Manager" proposed upgrade as that was included in the salary increase portion of the Police proposed budget. She said at the last City Council meeting, there was a staff report and that there was supporting documentation that would be presented at the next City Council Meeting. Emiko Gerber, Human Resources Manager, confirmed that this proposal to upgrade this position would be presented again at the next City Council meeting. She briefly explained that upgrading the position from "Emergency Preparedness Coordinator" (hourly status) to "Emergency Preparedness Manager" (exempt status) involved several changes to the original position. FEMA has a 4-part concept of 'Prepare. Respond, Mitigate and Recovery'. The Coordinator position involved just 'Prepare and Respond'. The upgraded Manager position also involve 'Mitigate and Recovery'. There's a lot more on the 'mitigation' piece: what we can predict, we can prevent. Part of the current position involves training residents. The upgraded position would also involve training and overall responsibility for the City's Safety Program."

Ms. Gerber further said that CJPIA shows 18 outstanding risk management items that need attention. Of those many fall under OES. The incumbent is focusing on cost recovery. This position could have significant impact on our general liability and especially, on workers' compensation. Moving from hourly to exempt. Overtime is manageable but with any disaster, there's the potential for a lot of overtime.

Mayor Julian said, "\$11,000 to move to exempt and then get hit with other costs." Council Member Cardenas asked, "What is the overtime now?" Chief Cash talked briefly about the movement of funds between the Police and Fire Departments. He explained that this position goes throughout the County and State handling grants. The incumbent will develop grants to address needs of our residents. Chief said he'd look at moving existing funds from the Fire Department (PCF funds) to the Emergency Preparedness Manager position. Chief said, "I can pay for this with existing funds within the Public Safety overall budget. That was done before by moving monies from a vacant Police Officer to Fire for the Fire Engineer positions."

The proposed upgraded position would not only handle staff training but also training for residents. Fire Captain Schmitz has handled Listo Program training in Spanish for our residents. Supplies come with that program, but the Fire Department never budgeted. Chief Cash said, "If we train people, we should be able to have supplies for a potential disaster. We could give the training both English and Spanish to all. The incumbent also speaks Spanish and could handle the necessary training for the staff and the community." The incumbent is prepping with Cal OES now."

Council Member Ramirez said, "Risk management recommendations, we need to prioritize things. Every budget had an increase." Ms. Gerber said that the risk management recommendations are shown in the "Loss Control Action Plan". Recommendations were given to the City back in 2015-2017. A workers' compensation summary of the last five years shows that training is needed, such as for strains. There are procedures now in place now, such as the Nurse Hotline, that hadn't been used. CJPIA says that the average cost per claim is \$3.05. For Guadalupe, the cost is more than \$10. The Emergency Preparedness Manager may have impact on improving safety via training." Council Member Ramirez suggested the 18 outstanding items be prioritized. Ms. Gerber said that she is waiting for the final summary report from CJPIA.

Mayor Julian asked, "The recommendation to eliminate overtime, specifically in Public Safety, by a 50% cut. What's the status?" Ms. Gerber explained "Any changes that impact hours and wages may be items to be negotiated with the unions. The Council needs to be aware of that when considering approving what will or will not be eliminated or cut from the budget."

The mayor said, "There is zero-based budgeting, but we don't need to start there. We need to know what MOUs say for Police, Fire and SEIU. We have to be careful, but we also need to know where to make the cut." Mr. Bodem asked, "Where did the 50% overtime cut for Fire from? How was that calculated?" Ms. Zarate said there were no metrics involved, just a benchmark. An amount was shown as a potential cost savings." Council Member Ramirez asked if there was language that says that overtime is guaranteed. Ms. Gerber said, "No, there isn't any language that says that. Overtime affects someone's retirement accrual. If overtime was cut, wages are affected which may be something that needs to be negotiated as said before. If overtime is just cut without negotiating, we could be facing

an unfair labor practice.” Council Member Ramirez, “Then I want MOU language presented so we understand what can and can’t be dealt with in the budget.” Ms. Gerber mention that CJPIA provide a chart of negotiable items or subjects. She would bring to the next Council meeting.

Council Member Cardenas asked for explanation on items listed in Fund 76 – Capital Facilities Fund – Public Safety: Chief Cash was asked to explain the various line items. There was \$40,000 in annual leases for equipment for police vehicles and \$80,000 for a “Vehicle Rotation Safety and Purchase Program”. Chief explained that in 2015 the department bought 3-4 cars on a lease agreement. This is an ongoing cost. There is no scheduled vehicle or equipment rotation program in place. Chief Cash said, “At around 80,000 to 100,000 miles or certain number of years is when a vehicle should be rotated out due to wear and tear. We’d want to get rid of as many leases and buy outright. We’d be decreasing costs for the long term. Take out one car on the rotation program while the car might still have some value. Take out and sell. Helps to decrease costs with equipment rotation, too. One car due and one car to sell would make enough money to buy another car. Mr. Bodem said, “This is outside the General Fund. But with the rotation, you’ll be using the General Fund.” Chief said, “We’d have to do the rotation anyway. We won’t have to make major purchases at one time.”

Council Member Cardenas asked, “What’s the life expectancy of a vehicle in our area?” Chief said, “We have salt air here which can corrode the vehicles. That’s why I’ve asked that the cars be washed daily. One car we’re looking to rotate has 60,000 or more miles. We’d look at how much money can the City get back? The equipment, such as the light bars and cage would be around \$20,000 and we’d use those on the new vehicle.”

On the requested “Police K-9 Program”, Chief said, “I’d be looking at two dogs and two officers. It’s a one-time cost – diverting funds from Prop 72 or Fire to help augment on a regular basis rather than going to the General Fund. I’m looking at this program being long-term. There are two types of K-9s, those for protection and the other for narcotics enforcement. But because of our location, there’s also a third type which would be for search and rescue. Mr. Bodem asked if the dog would live with the police officer. Chief said, “Yes, the dog would live with the officer.” Council Member Cardenas asked what the cost would be for the officer handling the K-9. Chief said, “The department has a “Senior Officer” designation with a 3% incentive. This would be a three-year program with Chief’s approval that hasn’t been used yet.” Council Member Cardenas said she had concerns about approving this program.

For “Body Camera Replacement Program”, \$27,000 was budgeted. Chief said that storage of cameras is costly. The footage must be store for at least seven years. Legislation is coming regarding body cameras for all police departments.” The mayor asked how many body cameras there in the department are now. Chief said that the courts like all officers to have body cameras. Less than half the cameras are working; probably less than five cameras are good. We’ve not stayed current, though. Cameras could be traded off between officers but that isn’t good for evidence purposes. Council Member Robles asked the cost of a camera. Chief Cash said that the cameras are reasonably priced and would cost \$27,000 for the whole program.

Shannon Sweeney, Public Works Director, then spoke about the items listed in Fund 76 falling under the General Fund:

1) *Facilities Master Plan (including health and wellness) for \$90,000. This was a recommendation from the ad hoc committee. The plan was originally \$30,000 just for City Hall. Ms. Sweeney explained that the City could be successful in getting a planning grant for this purpose because it shows this is part of the community's future.*

2) *Biometric Locking System, \$60,000. Per Ms. Sweeney, keys would no longer be needed. Half of the cost is for programming. This programming could use fingerprints, cardkey, etc. This system could work when City facilities are rented. Mayor Julian said, "If our auditorium is rented, whose fingerprints would be in the system? I'd prefer to have an attendant onsite. I'm not sure I'd go for fingerprints, but we do need an attendant." Ms. Sweeney said that the fingerprints would be erased when no longer needed. They don't stay in the system. The mayor then asked how many doors would be involved in this type of system. Ms. Sweeney was unsure of as of now but said that a trial could be used on key critical doors. She suggested that other funding means could be looked at, such as CDBG, COVID, etc.*

3) *American Legion Termite Repair, \$70,000. Ms. Sweeney said that the cost is high because lead paint is used.*

4) *City Hall roof repairs, \$40,000. Ms. Sweeney said, "There are a lot of repairs that are need. When it rains, the roof leaks in various interior sections of City Hall, especially the hallway."*

5) *City Hall water/sewer repairs, \$25,000. There's a need for a second water line and two water feeds to City Hall.*

On the item listed under "Street", Pedestrian Improvements, Ms. Sweeney said that the development agreement for People's Self-Help Housing, \$179,537 was earmarked for the sidewalk.

Council Member Ramirez asked about funds for equipment for the equipment in the council chambers. Ms. Sweeney said that there is \$29,000 coming from Pasadera. This \$80 per building permit. These monies could be used for the equipment needs in the council chambers. Council Member Ramirez asked, "What about the Library?" Ms. Zarate said that per the Pasadera agreement, the City receives monies 140 days after a building permit is issued. Impact fees from Pasadera for the library fund (Fund 28) is projected to be \$10,600." The question remaining was how much of the library rent will come from the General Fund?

Council Member Ramirez also had comments about the Paid-Call Firefighter (PCF) Program. He said, "We always talk about Guadalupe being left behind. That our voice isn't heard. But we need to look at what is needed to sustain Guadalupe. We need to see what exists in the state, such as laws and bills that could help Guadalupe. We know that most calls for Fire are medical. What is the inventory of firefighters who have paramedic certificates?" The mayor asked, "What medical skills do our staff have to meet for medical calls? What does Guadalupe need for these calls?" Council Member Ramirez said, "We've had the PCF Program and we've 'always done it this way' but we need to know what's needed for the future in our community."

Chief Cash looked at Fire's monthly report and said, "75% of the calls are medical. For an ambulance call (AMR), the cost would be \$3,000. A lot of residents don't want to pay that. They look at our Fire staff as their 'doctor'. Council Member Costa, Jr. said "to have a paramedic on staff could be costly, in terms of increased budget for higher skilled staff, medical supplies for paramedics to use, etc." Chief Cash said that four firefighters have advanced (optional) medical skills. Santa Barbara County Fire is looking to take over AMR. He's looking to see how Guadalupe can partner should the takeover happen.

Council Member Ramirez said, "There are language barriers here, such as at the Council meetings. We need to look at correcting our own inequities regarding these language barriers." Council Member Cardenas mentioned that "Just Community" training would be used by the City to accomplish or address.....in terms of equity. Further discussion is needed.

Mayor Julian then asked Ms. Zarate what she needed from the Council. She said, "We should go through each department and the Council can give direction."

The City Council, City Administrator, and various department heads discussed the budget items proposed for their respective areas and the following are the tentative conclusions of those discussions:

Administration

Overtime: \$500 - Approved

HR Manager: Change from part-time to full-time, exempt status – Approved

Other proposed line items were approved.

Attorney

Labor Law Consulting: \$10,000 added to original \$90,000 budget - \$90,000 only approved

Finance

All proposed line items submitted – All approved

Non-Departmental

Improvement for Parks: Ms. Sweeney agreed to cut from \$90,000 to \$45,000 – Approved

HDL consulting (sales & property tax revenue projections), \$6,500 – Approved

Salary Survey, \$15,000 – Not approved

Master Fee Schedule Analysis, \$50,000 – Not approved

Training for staff and management, \$9,700 – Not approved (reconsider for future use)

All other line items submitted – Approved

Building Maintenance

*Fiber Optic Internet System, \$8,000 – Not approved (see if Los Amigos de Guadalupe can cover costs)
Other professional services – City Council said that further discussion with Ms. Sweeney is needed.*

Police

Emergency Preparedness Manager, approximately \$11,000 additional monies - It was agreed to table discussion here until more information is obtained. Ms. Gerber did say that this upgraded position would be used as 'Safety Manager' to help mitigate some of the City's current liabilities.

Council Member Ramirez asked if there was a structural change that can be made in the department that could help the overtime issue. Chief Cash said, "A lieutenant position wouldn't affect the General Fund. The average police officer's salary is about \$67,000 to start with overtime." Council Member Costa, Jr. asked whether hiring more officers would cut back on overtime. Chief Cash said, "There's a staffing standard of one officer per 1,000 population. When we fill what we have, we'd relook the situation, but we wouldn't look at more officers now."

Decisions were tabled as more information and further discussions are needed.

Fire

Decisions were tabled as more information and further discussions are needed.

Parks & Recreation

*Recreation Programs, \$25,000 – Not approved
New Events Coordinator position, \$48,000 – Not approved
All other line items approved.*

Building and Planning

*Contract renewal for Larry Appel, Contract Planner, from \$105 to \$115 per hour – Approval will be determined at the 4/27/21 City Council meeting.
All other line items approved.*

Library Fund

\$10,600 in impacted fees from Pasadera; request made for total of \$15,000 – Undecided

Council Member Ramirez mentioned that a letter from the City Council should go to Joan Hartman, County Supervisor, showing the Council's support of the library and the rent. Council agreed to suggestion for the letter. Ms. Villegas said she would let the Council know when the County Board of Supervisors would meet again to present the budget for the Community Services Division, of which the library is a part.

City Council

*Budget recommendation and monthly stipend for Council and Treasurer, \$150 – Approved
(Monthly stipend for City Clerk is listed under Administration.)*

Council Member Ramirez asked about the stipends and whether they could be lowered, deleted, etc. for cost savings. Mr. Bodem mentioned that it would take a change to an ordinance and would require attorney's costs. He also said that there needs to be some degree of stipend to handle workers' compensation costs, etc.

Capital Facilities – Fund 76

Facilities Master Plan, \$90,000 – Approved

American Legion-Termite Repair, \$70,000 – Approved

City Hall Water & Sewer Repairs, \$25,000 – Approved

City Hall Roof Repairs, \$40,000 – Approved

Biometric Locking System, \$60,000 – Suggestion to look at other possible funding sources

Public Safety Equipment Annual Leases, \$40,000 - Approved

Vehicle Rotation Safety and Purchase, \$80,000 - Approved

Police K-9 Program, \$40,000 - Undecided

Police Body Camera Replacement Program, \$27,000 - Approved

General Comments

Mr. Bodem mentioned that although items were being eliminated now, the City could always reassess need when additional monies come in. Council Member asked Mr. Bodem about the "COVID monies" that had been briefly mentioned at a prior Council meeting. Mr. Bodem said, "There's nothing more definitive to report but the monies could be flexible in terms of use. Maybe something will be heard in about 75 days or so." The mayor said, "We need to make our budget whole."


Council Member Ramirez asked that the City renegotiate the contract with Waste Management when the time comes.

Mr. Guzman said, "People have mentioned they want to donate monies for recreation purposes. If monies aren't designated, do the dollars go to the General Fund?" Mayor Julian asked if donations can be earmarked for recreation. Ms. Zarate said, "Yes, she would put donations in as a separate line item with the earmarked designation."

ADJOURNMENT

**Motion to adjourn was made by Council Member Ramirez/2nd by Council Member Costs, Jr.
5/0 Passed. Meeting adjourned at 9:08 p.m.**

Prepared by:



Amelia M. Villegas, City Clerk

Approved by:



Ariston Julian, Mayor