

MINUTES

City of Guadalupe Regular Meeting of the Guadalupe City Council Tuesday, July 27, 2021, at 6:00 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. (Note: The abbreviation "CM" is being used for "Council Member" in these minutes.)

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

4. AGENDA REVIEW

Mayor Julian moved Item #13 before Item #9.

5. COMMUNITY PARTICIPATION FORUM

Each person will be limited to a discussion of three (3) minutes or as directed by the Mayor. Pursuant to 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.

Ms. Martha Pulido spoke regarding concerns she had with the fees charged her for renting the Veterans' Hall (American Legion) on June 24th for a funeral. She said that she had met with Chief Cash to discuss the regulations and fees but there was a misunderstanding as to what the fees would be. Ms. Pulido said she had the assignment statement sheet which showed the charge of \$90 per hour for four hours use of the hall. The total was \$360. (She said they only used it for three hours.) We rented the hall for four (4) hours. That was fine. That was the agreement. We cleaned it up.

She also said that the reservation fee was to be refundable. According to the statement, there was the \$300 security deposit. I don't know where that came from. \$150 was charged for Chief going to the Vets Hall. That's his fee for going out there. Kitchen fee was \$100 but it wasn't in good condition. There was no gas and no water. We used fridge; \$50 charged. \$500 cleaning deposit. I agreed to that, but we left the Vets cleaner than it was before. This is not our first rodeo. We rented many times, and there's never been any issues before. Chief said the \$250 was due to COVID for extra cleaning, but we were never told that before our renting the hall. We were told the total was \$450 if no issues. Chief said to me that if he gets called, we'll be charged. No one called the Police or Fire. There was no emergency. There was no reason to charge \$150.

Ms. Pulido said, "Additional costs were not part of the agreement. The application doesn't state \$250 for COVID. We were never told about \$50 for the kitchen or \$150 for security. John Velasquez can attest to the cleanliness of the hall. We're contesting the fees. Cleaning and security deposit. We paid a total of \$1,360, and we had \$550 refunded. That's kinda steep. I've lived in Guadalupe for over 50 years. I'm an active community member and was offended. This was for a funeral. I felt we were taken advantage of. I want the City Council to consider to relook the statement of fees charged."

Mayor Julian stated that the Council was not able to respond to issues raised during Community Participation Forum. He did, however, say that the request to relook the matter of fees charged and what was refunded would have to go back to staff and then to the Chief. He suggested Ms. Pulido speak to Mr. Todd Bodem, City Administrator. Ms. Pulido nodded in agreement.

Mr. John Velasquez then spoke. He said, "I go to my office (at the Veterans' Hall) at 6:00 a.m. On June 24th, the hall was spotless. For them to charge an extra fee, I don't know. She asked me to come down here and that's all I'm going to say about that. Also, the day of the tour recently, where we went through the hall, things were said, and I think I offended the mayor. You and I have been friends for years. I wanted to come here tonight to apologize in public to you, Mayor. Mayor Julian said, "I accept your apology."

Ms. Pulido asked to speak again. The mayor allotted her a brief amount of time. She said, "When we went to set up the hall, there was a meeting, so there was no COVID cleaning before and I question if there was any COVID cleaning after our use."

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 21, 2021.
- C. Approve the Minutes of the City Council regular meeting of July 13, 2021, to be ordered filed.
- D. **MONTHLY REPORTS FROM DEPARTMENT HEADS**
 - 1. Department of Public Safety Reports – June 2021
 - a. Police Department Report
 - b. Fire Department Report
 - c. Code Compliance Report
 - d. Emergency Preparedness Report (June-July 2021)
 - e. Recreation and Parks Report
 - 2. Human Resources Report for June 2021
 - 3. City Treasurer’s Report for June 2021

Motion was made by Council Member Costa, Jr. and seconded by Council Member Ramirez to approve the full Consent Calendar. 5-0 Passed.

(The mayor said he failed to ask if there had been any written communication on anything on the agenda. Mr. Bodem said that he had not received any written communications.)

7. CITY ADMINISTRATOR REPORT: (Information Only)

The following two topics were reported by Mr. Bodem:

The city audit is currently underway, and the staff is dealing with pulling everything together.

The mayor may be speaking later about the Royal Theatre. Of course, you know we approved the agreement with Andrew Goodwin Designs. We had a zoom meeting, and we’re in the process of developing a stakeholders’ meeting and an ad hoc group to meet and be involved in that process. For the City’s 75th anniversary, we will have a booth/table in front of the Royal Theatre with handouts for the public.

The mayor added, “In order for the design group to move the project forward, the design elements have to be finished by November 1st. We need public physical input. On August 5th at 5:00 p.m. at the Senior Center, there’ll be a meeting with interested participants regarding refurbishing the Royal Theatre. A blast will be going out to the right people who have an interest in securing funds for the Royal Theatre rehab. As we know, Andrew Goodwin Designs has a contract to do the design element, and they’re anxious to get going. They emailed me a concept drawing of the theatre. They suggested and we asked to put a table in front of the Royal Theatre with that information, so we can count that as community input.”

Mr. Bodem added, "We're planning on applying for grants, such as CDBG, State Parks grants, etc". The mayor then asked if the Royal Theatre draft was accepted by the State. Mr. Bodem said, "Yes, the Dept. of Parks & Recreation, Office of Historic Preservation, has accepted the draft."

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

Chief Cash said that there was no report. However, he did say, "This Friday, I was asked, and I accepted to become a member of the Board of Marian Hospital. I look at that as a way to represent Guadalupe and make sure our interests are covered."

PUBLIC HEARING

9. Introduction of Ordinance No. 2021-495 Organic Waste Disposal Reduction, adding Chapter 8.10 to Guadalupe Municipal Code.

Written report: Wendy Stockton, Assistant City Attorney

Recommendation: That the City Council introduce Ordinance No. 2021-495, for the first reading, and continue to the next regular meeting for second reading and adoption, adding Chapter 8.10 Organic Waste Disposal Reduction to the Guadalupe Municipal Code.

The proposed ordinance stems from state law, SB 1383, described as the most significant waste reduction mandate California has adopted in 30 years. (This bill was briefly discussed in a prior Council meeting on May 11, 2021, in the Public Works/Engineering Report.) This law required the state to reduce the food waste, green waste, paper products, and similar substances disposed in landfills by 75% by year 2025. It also requires the state to increase edible food recovery by 20% by 2025. If these substances stay out of landfills, landfills will produce less methane gas.

Ms. Stockton explained that in 2015, the State of California passed a law that was important – to reduce emissions of methane gas which is a very potent solution. The State set goals for such reduction of methane emissions and placed requirements on cities in the State of California. She said, "This little item tonight is a tiny piece of the big dream that the State has."

Ms. Stockton added, "The City is working with Waste Management to put this new program in place. Color coded bins will be used to help residents and businesses to separate waste products to keep a lot out of landfills. This local ordinance would authorize the City Administrator, or designee, to implement the ordinance and assign administrative, enforcement, procurement, planning and recordkeeping duties to the Administrator. This ordinance would also provide for the City Administrator to delegate some parts of the ordinance, such as public education, to someone that is well equipped to handle those, like Waste Management or another entity."

She further explained, "Residential and commercial property owners will have to subscribe unless there is a waiver. In addition, businesses and generators of commercial organic waste have to provide new waste containers, do education, and be inspected periodically. Businesses that generate food must recover as much of the food as possible and keep records of what they do. Finally, there's an enforcement component to the ordinance. The State wanted the first and second year of the

ordinance to be looked at to be an 'educational period'. After two years the State requires the City to issue notices of violations and impose penalties. The City could be fined if it doesn't comply."

Ms. Stockton concluded her comments by saying, "The effective date of this new law is January 1, 2022. There is a little time to make whatever adjustments are necessary. Those are the basic outlines of the ordinance."

Public Hearing Opened at 6:26 p.m. No comments. Public Hearing Closed @ at 6:27 p.m.

Motion was made by Council Member Ramirez and seconded by Council Member Cardenas to approve Ordinance No. 2021-495, "An Ordinance of the City Council of the City of Guadalupe Adding Chapter 8.10, Organic Waste Disposal Reduction, to the Guadalupe Municipal Code.

**Roll Call: "Ayes": Ramirez, Cardenas, Costa, Jr., Robles and Julian "Nos": 0 "Abstained": 0
5-0 Passed.**

REGUAR BUSINESS

10. Parks Improvements.

Written report: Shannon Sweeney, Public Works Director/City Engineer

Recommendation: That the City Council receive recommendation from the Recreation and Parks Commission and provide direction on the expenditure of parks improvements funding and approve budget amendments for fiscal year 2021-22 – Resolution No. 2021-60.

Ms. Sweeney began by saying that on the FY 21-22 budget, which was approved on May 25, 2021, the Parks Improvement budget was awarded \$45,000 for park improvements in the City. She then recapped what had previously been presented to the Recreation Commission on July 14, 2021. She reported that in June the City received certified playground safety audit reports for the play structures at Paco and Tognazzini Parks. Based on those reports, it was determined that there is insufficient surfacing underneath the play structures to protect against injury from falls. Estimated cost to resolve this deficiency is approximately \$12,000. In addition, the reports indicate inadequate signage regarding adult supervision, user age group recommendations, and other safety measures. The estimated cost to resolve this reported deficiency is approximately \$5,000. She said, "We are required, in order to meet our liability requirements, to improve the play structure fall area if it doesn't meet standards and to include additional signage." Ms. Sweeney then referenced the table on page 2 of the staff report which summarized the items requested in the audit findings as well as other improvements and their associated costs. All items listed for park improvements brought the estimated total costs to \$45,000.

Ms. Sweeney also reported that the Recreation Commission has supported all the projects listed on the table on page 2 with two additional requests: 1) for O'Connell Park, have a slide rather than a spinner for the play structure elements, and 2) price rubber flooring for the groundcover, a more hygienic aesthetic, than engineered wood fiber. She also said that three (3) elements could be used rather than two (2) as the shape of the play area lends itself to that. However, by adding another element, an additional \$2,000 would be needed for the budget.

She continued by saying, "On the list of items for park improvements, the first two items are things we need to do in order to reduce liability at our parks. The remaining items listed are items I've heard people talk about they'd like to see. These were brought up to the Recreation Commission, and they recommended them to the Council as a whole." She then said that there were two items brought up by the Recreation Commission as part of the discussion. One was the groundcover. She said, "I had priced it out as being engineered wood fiber, more commonly known as non-splintered wood chips. The cost in here is for the engineered wood fiber at Paco, Tognazzini and O'Connell Parks. They also asked me to take a look at rubberized matting or rubberized material. The cost difference is about six times more and with our current budget, it would be tricky for us to make that happen. But I wanted them to know that I did do the research."

She then said, "The Recreation Commission asked me to consider a slide at O'Connell Park play structure rather than a spinning thing. I looked at the site and what it would take to put a slide there. By the time I was done...it's such a weird pentagon shape there at the site. So, I made a diagram on page 6 of the staff report that shows an aerial view and sized it out. I took the size requirements of each element and found out we can put three (3) elements and be able to use the space a little better. I've provided costs of things we can put there. It throws us over budget. I originally put in \$3,000. If we put in all three (3) elements, the budget would be between \$3,000 - \$5,000. We'd then need \$2,000 in order to put three (3) elements in there. Because it is such a weird shape, there are specific rules about how a play structure must be 6 feet away from concrete for fall requirements. There are some play structures that would fit the shape. They'd cost between \$11,000 - \$16,000." Again, Ms. Sweeney said that the Recreation Commission pushed the table of costs for wood as originally written. She emphasized, "I'm only tied to the first two (2) items. I'm open to direction."

CM Ramirez said, "I'm thinking of all of our younger residents, and those who may fall under ADA compliancy. Groundcover would be hard for those with wheelchairs and physical disabilities. I don't think we've looked at playground equipment for residents who have physical disabilities. We have time to put monies away and research grants for accessible equipment. Playground equipment doesn't seem like it's conducive for those with physical disabilities."

Then CM Cardenas said, "I want to see play structure that's not just temporary. Have you researched playground grants like Kaboom, like Lompoc? I'd like to see more than just three standalone items at O'Connell Park. If these are temporary, okay, if we're going for permanent play structure."

CM Robles said, "Wood chips. Over time they blow into concrete. Not on actual playground. There's vandalism on playgrounds. Yes, we need signage and that has to be maintained. I'm all for play structure if we can fit into budget, okay. Yes, absolutely."

CM Costa, Jr. commented, "Play structure, yes, especially at O'Connell. Groundcover? Wood fiber, okay, but rubber matting for O'Connell where it's used a little more than the others. Little by little, change out. Initial cost is always high in the beginning but maintenance cost to replace later is a lot cheaper than at beginning. Also, there are horseshoe pits at two parks. For safety reasons, there should be fences around those pits. At O'Connell, you can park and then just walk through the pits."

Mayor Julian then said, "The initial play structure had rubber surface. Swings had wood chips. The diagram shows spinner at 14'x14' for the whole area." Ms. Sweeney said that that was needed to

meet safety requirements.” Then the mayor asked, “In the past, we looked at moving equipment that’s in storage. Is that not possible?”

Ms. Sweeney responded, “Yes, we looked at that equipment. There were several boys who spent hours looking at what could be recovered. By the time we were done, the amount of time and work to recover, from a safety standpoint, it made sense to just build a new one.”

The mayor then shifted to the barbecue pit. He said, “The barbecue pit. It’s been a sore pit for us for many years. Let it go for a couple years and put those monies into playground equipment. It seems if we put monies into that playground equipment, that would benefit kids right away. That pit is used infrequently. What we should do is have more barbecues. If we could use that \$13,000 for playground equipment, that’s a better use of monies. On the restroom, put sinks outside? Wouldn’t that be a sanitation issue? I think sinks would be better inside. Where would the hand basins be?”

Ms. Sweeney said, “I’ll ask this group what I asked the Recreation Commission. Do you want an awning over the barbecue pit? The Recreation Commission wanted an awning. I’m 100% okay with moving the awning monies to the play structure.”

The mayor added, “Awning. Leave until it isn’t safe. Awning under pit, not over. You know that it costs \$175,000 for the whole thing and just \$75,000 for the metal. I don’t see need for an awning. Create a bank of money to put a nice play structure which will be used. And there’s a group that plays horseshoes. I would think out of courtesy we should talk to them. You’re going to replace the boards?” Ms. Sweeney said, “I was talking about the fence. I priced out the fencing.” Mayor Julian added, “Talk to the group as a courtesy. Would be nice to do.”

Ms. Sweeney asked, “What do you think of putting engineered wood fiber at Paco and Tognazzini Parks. Make O’Connell ADA. The play structure itself must be ADA. I’m not sure the play structures at Tognazzini and Paco Parks offer a lot. Do the less expensive wood chips at Paco and Tognazzini and the rubber matting specifically at O’Connell, not under the swings. What this does is limits the amount of the high expense of rubber matting to a very specific location while making sure the play structure also meets ADA. To make that happen, a small portion of the play structure groundcover will go to rubberized at O’Connell, moving \$13,000 and adding to the \$5,000 for a more robust play structure that has some ADA elements.”

She continued by saying, “Now I want to take O’Connell restroom improvements, limiting to simply repairing the water fountain. Put \$2,000 at it. A water fountain that has the ‘fill the bottle’ feature, provide water for the dog, etc. Installation for that is \$2,000. Take the remaining \$7,000 from that and adding that to play structure and rubberized matting, maybe able to make enough funding to make that happen.”

She then said, “I feel strongly about items #1 and 2 and others on this list which leave horseshoe improvements on fencing. That does put off the awning for some time. I’ll try to keep my eyes open for grants.” The mayor asked, “How would the next item on the agenda, ARP Funds, support this?” She said that that was worthy of discussion. She further explained that she thought the list for the use of ARP funds was pretty stuffed and there currently isn’t any monies there. But she said, “There is money there for ‘vegetation maintenance’. I put that in there for tree pruning for health and

safety. Maybe we can consider moving monies to play structure. That's always an option, as well. But does this provide the direction you'd like to give and then stick to the original \$45,000 that was put in the budget." Mayor Julian looked around to the other council members and said, "Yes."

CM Robles said, "For the future, look at the awning again. If we don't have the right coating on the metal that's out there, that's a problem. it's the fog and salty air that collects." Ms. Sweeney said she'd get a quote for coating that seals it from further damage. The quote for \$13,000 is for coating which is supposed to address the conditions we have here. But when there are small crevices, it's hard to keep the rust out."

Mayor Julian said, "Parks at San Miguel and Shandon have covered barbecues. Pioneer Park out on Foster Road doesn't have elaborate systems that we have here. They use pipes and tin to protect the barbecues. I'm happy with what we talked about here."

CM Costa, Jr. talked more about the horseshoe pit. He said, "I already talked to the people who use the pits. They asked about getting a fence and the backboards painted." Ms. Sweeney asked if he could get her contact's name and phone number for her to initiate contact with this group.

No motion was made. Council directed staff to bring back to another meeting with changes discussed.

11. Proposed City Priorities for American Rescue Plan.

Written report: Todd Bodem, City Administrator

Recommendation: That the City Council:

- a. Receive COVID-19 ARP report and accept city staff recommendation for use of ARP funds; or
- b. Accept input from the City Council to amend proposed alternative use of ARP funds.
- c. Provide direction to staff for final priorities set forth by Resolution for City Council consideration at the August 10, 2021, City Council meeting.

The American Rescue Plan of 2021 ("ARP") was passed by the United States Congress and signed into law by President Joe Biden on March 11, 2021. ARP is a \$1.9 trillion economic stimulus bill providing for a wide variety of funding efforts to offset economic losses resulting from the worldwide pandemic, COVID-19. ARP includes \$360 billion in direct funding to states, counties and cities to offset economic losses and increased expenses resulting from the pandemic. Guadalupe is expected to receive \$1.8 million to be used under specific categories to mitigate the effects stemming from the COVID-19 public health emergency.

Mr. Bodem briefly mentioned that the City had already received one-half of the ARP funds allotted to the City with the other half to be received in July 2022 for a total of \$1.8 million. He further explained the three (3) options for tonight's meeting: 1) Council would review and accept the staff's recommendations for use of the ARP funds; 2) Staff would accept Council's proposed alternative recommendations for the ARP funds, and 3) Council would provide direction to staff for final priorities for resolution approval at the August 10, 2021, City Council meeting. Mr. Bodem said, "ARP funds must be used by December 31, 2024 or they have to be refunded."

The Council and staff then reviewed the revised spreadsheet that had been prepared by Ms. Emiko Gerber, HR Manager, based on input from the management team. Ms. Gerber started the discussion by saying, "At the managers' meeting today, there were new options based on additional guidance from the Treasury Department. That additional guidance was published July 19th and gave us a little time to reconsider the proposed items. For example, on the revised spreadsheet, you see the amount recommended for "Auditorium Upgrades" changed from \$75,000 to \$25,000."

She mentioned that the "Public Safety – Battalion Chief" was added to the revised spreadsheet. Ms. Gerber further said, "80% of Fire's calls are medical calls. Police will also respond to the calls which don't always involve law enforcement but rather may involve domestic issues. This position would provide for a new working model. The Community Services Coordinator would work with the First Responder Team in terms of follow-up and act as a liaison. We need more time to develop that program. Need to provide additional support internally for the Fire Department and Director of Public Safety. Expanding those services for our community. Funding for 15 months for the Battalion Chief and 18 months for the Community Services Coordinator. At this time, we hope this pilot program will be well developed and can run on its own. The Battalion Chief would then primarily focus on the Fire Department. That's how that position can be eligible for that program."

On O'Connell Park improvements, Ms. Gerber said that the 'concession stand maintenance' was changed to Schedule B funding. More input and participation from the Recreation Commission would be needed.

Ms. Gerber then shifted to the "Recreation Supervisor" position. She mentioned that one of the major things that the new guidance has provided is more clarity around parks and recreation. She said, "We've spent a lot of time to find a structure that works for our needs. One of those positions would be a department supervisor role, head of Recreation. This position would be in charge of budgeting, providing services, activities, programs, etc. LeRoy Park is reopening. There are additional parks improvements, and the City is reopening, as well. It behooves us to plan for what's being asked by the community."

Along with that new position of Recreation Supervisor, she spoke about the proposed "Facility Rental Coordinator" position. She said, "The current position of Recreation Coordinator is part-time, 20 hours per week. Split with 20 hours on programs and 20 hours on facilities with oversight by the Recreation Supervisor. We need to build the recreation program so it's self-sustaining. Rental facilities fee structure – how to save monies to put back into facilities with excess into recreation. Looking for ARP funds to move in that direction."

The discussion then moved to "Public Safety – Paid-Volunteer Program" for a 10-month period. No specific concerns were raised. Ms. Gerber said, "This is a pilot program, designed to fit four (4) individuals with a monthly stipend, much like the Paid-Call Volunteer Firefighter Program. Chief is working on a 'task book' for Public Safety (Police, Fire and Emergency Services)."

Mayor Julian then talked about the "Budget Recovery Program" on the revised spreadsheet. He asked, "Where does the line item 'Additional Revenue Loss' go?" Ms. Gerber said that would be the General Fund. She further explained that Ms. Zarate, Finance Director had recommended the monies

shown on the revised spreadsheet for 'Parks & Recreation, Utility Forgiveness and Additional Revenue Loss.' Mr. Bodem added that the ARP monies would replenish those areas.

CM Cardenas had comments about both the Battalion Chief and the Community Services Coordinator. She asked, "15 months but then what?" Ms. Gerber said, "We're hoping that within those 15 months we'd have a pathway to funding for full-time." The mayor asked, "Battalion Chief starting in this fiscal year." Ms. Gerber said, "It's going to take some time. Community Services Coordinator starts January 2022." CM Cardenas asked, "15 months. At the 16th month, can we get funding to extend the positions?" Ms. Gerber said, "We're hoping that we can take steps internally to open some funding, but we're still with the Fire Department in labor negotiations in that area."

CM Ramirez said, "I have a hard time funding positions with one-time monies. We're just seeing the fruits of our labor of the last four (4) years. We're finally showing some improvement. I'd want the Community Services Coordinator if it was sustainable. Now, though, I can't support it. 'The Public Safety Paid-Volunteer Program', I'm okay with one-time monies for that and everything below that (on the revised spreadsheet). We need a long-term plan before adding new positions. I don't want to operate on 'hope we get monies somewhere'. Look at tax increase, cannabis, etc." The mayor asked, "What about the propped Public Safety positions? Are you good with that?" CM Ramirez said, "No, just the Paid-Volunteer Program and below (on the revised spreadsheet)."

CM Costa, Jr. commented, "Everything looks good but one-time monies only? You'd have to cut a position that might be working well. As for the Battalion Chief, you'd have to provide a car, fully equipped and there's overtime. Ms. Gerber said, "No overtime. It's an exempt position; not out in the field." CM Costa, Jr. continued saying, "Okay, but what if there's a fire at midnight?" He then shifted to recreation saying, "On the recreation side, I agree. We need someone who can look at programs for both youth and adults. Would I love to see a full-time rental coordinator? I'm skeptical, though, with one-time monies."

Mr. Bodem interjected, "This would get it kick-started to build a real program. Cannabis will help as would Measure N. That was for recreation. About 37% of our population is under the age of 18. We need a qualified person to handle our recreation program."

CM Costa, Jr. continued saying, "We have a small tax revenue base that needs to be consistent. People do buy in our stores and eat in our restaurants. But there are still those who are buying goods outside of Guadalupe, since there aren't clothing stores or a large grocery store here. And Pasadera hasn't started anything with commercial yet."

Attached to the revised spreadsheet was "Example Uses of Funds". CM Ramirez focused on the section, "Address Negative Economic Impacts". He said, "Look at the second bullet point there, 'Support small businesses with loans, grants, etc.'. What's going to give us leverage to have these positions long-term is to have our small businesses thrive. We should be offering incentives for businesses to come here and address our industrial side. Fill up our downtown that's now about more than half empty." Mr. Bodem said, "The City has already received a grant for economic development for the downtown corridor. It's a micro-enterprise grant."

CM Robles said, "We're not ready for 15/18-month positions. Not yet but we have nothing locked in yet to fund." Ms. Gerber said, "One of the major things of the guidance is allowing local government to use this money to build stronger neighborhoods and communities. We really tried to stay within that theme, incorporating some of the things we received through the goal setting workshop as well as the ad hoc basic needs committee. This is internally what we think will help us move in that direction and provide some trajectory."

Chief Cash then spoke saying, "The two areas, Recreation Department Supervisor and Public Safety. I would have two (2) questions I'd look at: 1) are they needed, and 2) how can we afford them? Span of control. I have too much now. Police Chief, Fire Chief and directing Emergency Preparedness, Code Enforcement, Recreation, etc. That's a lot. I do six (6) days every week. On recreation, we'll make some funds. In the past, a lot of monies were given away."

Chief continued saying, "On the Facility Application and Fee Schedule, everything is transparent now. It's going to be rocky starting off but that's going to be in place. I've been doing an audit of facility rentals for the last five (5) years. Where's all that money? What came in and what went out those five (5) years? Only about \$2,000. We refunded over 75% for two (2) facilities. We're losing money. We take care of our facilities so they're attractive for rentals. Monies are coming out of the General Fund to take care of things. Having someone in charge is needed. We're trying to make it financially self-sustainable. We're restarting the program. The City's protected."

On the new proposed Fire Battalion Chief position, Chief Cash said, "Right now I'm the only manager of these departments having access to information, like for investigations. Having someone to assist will really help. Good administrative abilities. My job is 'money, people and operations'. There's a huge liability. We need oversight of the Fire staff. Look at this from a health standpoint. Our community doesn't go to the doctor, hospital or use an ambulance because there's cost involved. The Fire Department is used as their family doctor. Make the model fit our community."

Chief continued saying, "Having someone to help me monitor that program, to help with the health aspect is needed. By default, I'm the Health Officer. Our first responders didn't have the option of working from home. All came in to work. Funding? We need to look ahead and bite that tough bullet. We moved the first responders at a good salary level. Guadalupe is one of the safest cities in the State of California. We need to look at future growth that we need to sustain and what we have already put in place and improve them. Airport monies? We'll be at zero overtime and money will be coming in there. We need to keep the level of service coming in. This is how we attract people and market our city. I ask the Council to consider keeping the status of being a very safe city."

The continuing discussion on how to use the ARP funds came back to the mayor. He said, "I'd like to go back to the top item, Recreation Supervisor (on the revised spreadsheet). Before our goals were to get out of the red, focus on Public Safety and Recreation & Parks. Well, we're drawing down on the first goal. We're okay with Public Safety but not for Recreation & Parks. This money is 11% of the \$930,000 in ARP funds. LeRoy Park will be done soon. We're starting on the Veterans Hall on September 1st. The City auditorium. The school is not going to have an auditorium for about 3-4 years. We've been talking about fixing up our auditorium for volleyball and wrestling. You need a coordinator for that. At O'Connell Park, there's lack of coordination for baseball and softball. Who to contact? There's also Central Park if we get funds. There's coordination needed for that."

Recreation & Parks is already set as one of our goals. I have all the confidence that we'll have funding on an on-going basis. This encompasses several positions for one year for \$100,000. Pasadera will be moving from 53 homes to around 100. HdL has projected that we're going to do well, better than we projected. We need a strong supervisorial parks and recreation person. There are a lot of resources outside this community we can draw on, like the Cal Ripken League, but we don't have enough personnel to coordinate."

The mayor then talked about the concession stand at O'Connell Park and the amount proposed. He said, "Buy a Cadillac but no wheels. You're not going to go anywhere. We don't need a concession stand over there. Who takes care of it? Let's get wheels on this Volkswagen first. Let's see if we can use the maintenance room and create a little concession stand there. Ask the Health Department if we can do that. That's a big chunk of monies for O'Connell Park"

Mr. Bodem said, "Having a good recreation program is important for Guadalupe. When real estate groups look at a community, one thing they look at is streets, aesthetics and recreation. Twenty (20) hours is not enough to build a program, to have a focus or drive to create something."

Mayor Julian said, "The Recreation Commission was disbanded for years and now needs more support. We need minutes. We didn't know what was happening. We're going to charge football teams \$30/day for practice and \$100 game. Practice for six (6) days a week is \$180. I don't know where that came from. Four (4) home games each. Football for twelve weeks. This resource will help coordinate this. We need soccer, baseball, softball. Get volunteers but Recreation Supervisor could coordinate and also write grants. Cannabis dispensary could handle our future funding sources, but we need to take care of parks and recreation. How do we support football program without dinging them? This money is there to recoup our losses. We said we're going to take care of our parks and recreation. This money is seed money." He ended his comments by adding, "Battalion Chief is up for discussion. The Public Safety Paid-Volunteer Program is good, a stipend program."

CM Cardenas said, "The current Recreation Coordinator position. Can we have two focuses? One for Facility Rental Coordinator and one for programs working with the Recreation Supervisor, whose position has oversight with budget and programs? Twenty (20) hours per week for Community Services Coordinator." The mayor said, "We had that before, but we took it out. Events Coordinator." Ms. Gerber responded, "We revised the focus of that description. Guidance provides good platform for us to be creative and kickstart what we want." CM Cardenas then asked, "We already have in the General Fund. We already have 20 hours with the current position. This would be an additional 20 hours?" Ms. Gerber said "Yes, take the existing job description, splitting it into two areas of focus."

CM Ramirez then said, "None of this money is going to our businesses. I know that the ARP funds are to help those hit by COVID. We have time to look at this pot of money, but things look 'very City focused'. Maybe we need other stakeholders included in this discussion." Mr. Bodem responded, "It was our intent to keep things City focused with City Hall and programs. Right now, there are approximately \$400,000 for transit, over and above the ARP funds. We also received a \$250,000 micro-enterprise grant for the downtown corridor." Ms. Gerber added, "We talked about the ability

to provide grants to other organizations, but we don't have the infrastructure or software to do that. Los Amigos de Guadalupe is doing grants."

Ms. Gerber then continued discussing the other areas proposed for using the ARP funds. There are funds to upgrade the City's software. She said "We've already updated our cyber security internally. Also, monies for Adobe licenses." Mr. Bodem added, "Because of the Adobe licenses, we're modernizing 'fillable' forms online. This upgrade will benefit recreation as forms and fees will be online. Better efficiency."

Ms. Gerber explained, "There is \$13,406 proposed for various items under 'After School Program Supplies'. These involved items to improve the appearance and functionality of the City auditorium." Mr. Bodem had said, "These will provide an infrastructure for use of our facility rentals. Will look more attractive to rent."

The next topic was "Public Communication" where a total of \$139,800 was proposed. There was some discussion about website enhancements, going paperless with tablets for the Council and some staff, WIFI for LeRoy Park, live streaming services, local translation service for public meetings or closed captioning, etc. Ms. Gerber said, "Updating our website will give a good first impression for Guadalupe. We have a proposal now but we'll take a methodical approach, so each department is interviewed for input." Mr. Bodem added, "For the tablets, the Council can write directly on the tablets. Agenda binders are cumbersome and won't have to be collated unless a specific request is made. We're trying to be more paperless."

Ms. Gerber then focused on "Capital Improvements – City Buildings". She said, "If City Hall is to be an emergency shelter, the auditorium and other areas need upgrading. We've proposed monies for back-up generators. There's also proposed for another electric vehicle charging station at the Amtrak station and other upgrades, such as restrooms, some of the offices as well as creating and/or improving the conference room in Public Works." She acknowledged that this whole process was a lot to take in.

Mayor Julian asked, "The Facilities Master Plan and capital improvements?" CMs Ramirez and Cardenas both said, "That's already in the regular budget which was approved." Mr. Bodem added, "Part of this is put together or designed to meet the guidance and criteria, too. It has to have justification to fit the criteria."

The mayor wanted to know if this was a review or approval process. Ms. Gerber said it was "Earmarking". The mayor asked, "So we can un-earmark?" Ms. Gerber responded, "We tried to do a lot. It's not like the deadline's right around the corner to use these funds. But time is moving, and we want to go and earmark and not be at risk of refunding back to the Treasury Department."

Mr. Bodem said, "I really want to push for recreation." The mayor added, "Me, too, if it's part of our goal setting. We have a 'Golden Egg' now."

The mayor then went back to the concession stand item for \$64,000. He said, "There's some big dollar tickets here. Just looking at O'Connell Park. I know that Shannon is working on the Health

Department having to look at what we can do with what we have.” Ms. Sweeney then said, “Yes, the Health Department will look at that.”

CM Cardenas asked, “For Jack O’Connell Park. On one of the items listed on ‘Investment in Parks’ is mitigation. Since the rubber covering is more hygienic, would that fall under part of that? That could provide monies for O’Connell Park. Ms. Sweeney said, “Since there are opportunities to make do with what we have and with fewer upgrades, shift monies from the concession stand to playground cover for O’Connell Park.”

CM Ramirez said, “When it comes to positions, I’d want to wait until Lorena (Zarate, Finance Director) returns, so we can see how these positions play into everything. Capital improvements are definitely needed. But have her use her expertise and look at HdL projections, Master Fee Schedule, Measure N, etc. She can give us a global view of things. Right now, things are very abstract. I would default back...I’m okay from ‘Public Service – Paid-Volunteer Program’ down the revised spreadsheet, but not up.”

Mayor Juian firmly said, “I disagree in terms of Recreation. That’s one of our three (3) goals. Lorena’s not back until October. If we don’t have recreation for 38% of our population, there’s a problem. We can wait for her for the other projects. Again, it’s 11% of the ARP monies.”

CM Cardenas said, “I do want to support recreation, but I want to see how we can be sustainable and have longevity. I want to make sure we can support one full-time position for recreation for the long term. Is that possible? 50% on programs and 50% on facilities.”

Ms. Gerber addressed CM Cardenas’ concerns by saying, “We need someone at the management level with budget analysis to provide a framework to make programs sustainable. We’ve already lost our summer. We haven’t provided any programs for our youth in any of our parks and open areas. I worry about timing with LeRoy Park opening, etc. We want somebody to focus and work at a higher level.” Mayor Julian said, “The part-time Recreation Coordinator is in the budget already.” Mr. Bodem added, “Okay with full-time position now. Let’s see how that goes.”

CM Costa, Jr. then said, “I understand what the mayor and CM Ramirez are saying. The prior Fire Chief was also the building person. Chief Cash is wearing two hats now with police and fire. That’s a lot right there. When recreation gets going, it’ll pay for themselves. With two part-time people, one to help on facilities, okay, and ‘Public Safety – Paid-Volunteer Program’ down (on the revised spreadsheet), okay. Battalion Chief...mutual aid with Santa Maria or Santa Barbara County. They’d usually send a Battalion Chief out. I’ll talk with the Chief later about why we went to ‘expanded scope’.”

CM Robles commented, “The Recreation Supervisor would be a great benefit. Will spearhead everything. We’ve never really had that position. It was always community-based, touching base with a part-time person here at City Hall. We never had anyone to look to be sustainable or how neighboring cities model their recreation programs. Also, if the gym/school co-mingled for multiple sports, that’s a benefit for the community for adult activities/programs, too. I’ve been a big supporter of youth sports. Youth sports can help teach them discipline and not fall through the cracks. It’s a way for parent to get involved, too. A way to keep the kids exercised and limit screen

time with video games and the like. We've talked about various games during summertime in the past. I totally support the Recreation Supervisor position to set up parameters for a full program. This position would take things 'off all of you, too.'

Mayor Julian said, "Way in the past, we took 30+ kids to Santa Cruz Island. Partnered with 4-H, with UCSB that has a research station in Santa Barbara. We raised enough monies to take the kids to the island. We rented a boat and stayed on the campus there and took the kids to Channel Island. Twice. Out of Ventura, we took them to Anacapa Island. We did beach clean-up in Santa Cruz Island on both the south and north sides of the island. When I took one of the kids, we drove past San Marcos Pass. You can see the islands. He said, 'What are those mountains there?'

Most of the kids here in town can't get out. We're not just talking soccer, football, baseball. We're talking activities that someone can coordinate. When Guadalupe Sports Hall of Fame began working on the baseball diamond, we (the volunteers) had to put together a grant. We could use this person with a recreation background to put together grants. So, it's important."

CM Cardenas asked, "Do we have to spend money now?" Ms. Gerber said, "No, the deadline is December 31, 2024. We received one-half of our allotted monies now and the other half will be received in mid-July 2022." The CM then asked, "Can we earmark for items that we're not clear about going forward with? Ten months seems too short a time. What can someone do in ten months? Look at more than ten months to December 31, 2024." Ms. Gerber responded, "Start it and project out. Ten months is a short time. We'll show benefit and payroll for next 2.5 years."

CM Ramirez said, "I feel more at ease. Contingent upon continued funding. Year-by-year until funding is 100% firm. Full transparency. I still want to support businesses." Mr. Bodem added, "This would be like the airport police positions. Contingent on the airport contract and funding."

CM Cardenas asked, "Battalion Chief and Community Services Coordinator? We need to help our businesses build out revenue. What about 'TOT'?" Mr. Bodem said, "Not 'TOT' but 'Airbnb'. That's fairly negligible. There's not a lot of money there."

CM Ramirez asked, "Is there a way to look at the Emergency Preparedness Coordinator being reclassified to a manager? Reclassify with ARP monies? Helps with safety, emergency preparedness, grants." Ms. Gerber said, "Yes, we can look at the guidance on use of funds for emergency services." Mr. Bodem added, "Recreation is temporarily in Public Safety. It will be coming back to me."

CM Cardenas said, "It was mentioned before that 80% of calls that Fire gets are medical calls. We need to start partnering with other medical services and agencies. The Emergency Preparedness Manager could do the coordination."

CM Ramirez said, "With the Community Services Coordinator, we could have that start off at part-time. This would be contingent on funding as we grow our tax base and other revenues. Then we can look at full-time." Ms. Gerber said that it is only showing for part-time now because of the timeframe shown."

Chief Cash then talked about the study recently done on mental crisis. He said, "I talked to CHC. Where's the hole to provide services? CHC – brick & mortar. They can't go out in the field to help us with a domestic violence or mental health issue. We would need to wait for the crisis response team which is not always available. We need to fill the gap until crisis response team can handle things. This is why the Battalion Chief is necessary. I can't build a program without a structure to lead/oversee it. We want to build a model that's not any place else. The model works with recreation, with police, fire, facilities. We're all intertwined."

Mayor Julian said, "I'm agreeing with CM Ramirez. Let's wait until Lorena comes back to give us some hard financial facts." Ms. Gerber added, "I need Lorena, too, for Recreation Department. If we fund the two positions through December 2024, cost projected would be \$255,000. Some is recoverable through the programs we'd provide but I'm not sure of the formula."

At this point, Mayor Julian acknowledged Shirley Boydstun who requested to speak on this item. Here are Ms. Boydstun's comments: "Everybody's making their pitch. What a windfall for the City. Yes, Covid did impact all levels of life here and now LERF will be used to do many catch-up improvements. However, I see no monies put aside for the library which was impacted by the lockdown. The only saving factor was the Little Library outside the closed doors. Santa Maria Library people would come weekly to place books out there...for free. Many of us survived by reading, passing on or returning the books for others to read."

Looking at guidance on use of funds, since one of the focuses for use is recreation, there is nothing better than literary recreation. One of the tenets of the mission statement of the Friends of the Guadalupe Library is... 'to provide for the recreational literacy of the residents'. Circulation is up greatly now that the library is open even with the shorter hours and will increase as soon as the schools open.

Another focus for use of the monies is for mental health help. And the library can assist here with self-help books, plus the computers to search for resources. Not everyone has a computer at home. There is good use of the six (6) at the library, plus photocopy, plus even fax, if needed. Many people come search for jobs and write up resumes. You can print out a resume and send it off.

Libraries are critical to all members of the community. Now is the time to put money aside for next year's rent. Even the Santa Barbara County Board of Supervisors saw fit to increase the per capita rate by 23 cents and for us, that is nearly \$2,000 a year. The 'Equity-Focused Services' note that the funds can be used to address educational disparities. This is ready-made for library funding. Please consider it now to minimize the scrambling and fussing every June. Thank you."

CM Ramirez commented, "Some forward thinking. A contract grant writer would be great. Speaking of services, having monies for mental health first aid and mental health transmittal health would be something we could use this money for."

Mr. Bodem added, "We have two (2) contract planners. If we have a Community Development Director, that could be a quasi-planner and could do public relations to draw in revenue and write grants for economic development." Mayor Julian responded, "Santa Maria gives monies to the Chamber of Commerce to do that. The grant writer? I would not want to see us have that person

Look at GBA or Los Amigos. Support them to use monies to find what the City wants. This would support them and support us.” The mayor continued saying, “There’s a lot of wiggle room. The City had an agreement with the County when it took responsibility for the Vets Building. We had to keep the library there. It’s in the agreement but the library moved. It can’t move back there. Too small, physically too small.”

The mayor made a comment about childcare. He said that for pre-K at three years old, there are licensed homes of about 6-8 people. They start learning before they get into kindergarten.” Ms. Gerber said that the State will be awarding monies for childcare separate from ARP funds.”

After all the discussion, Mayor Julian then asked, “What do you need from us?” Ms. Gerber answered, “For ‘Budget Recovery Program’, how much should be earmarked? For replenishing losses, like providing loans, grants, etc.” Mr. Bodem then said, “This is for replenishing what was lost. Take the \$157,000 earmarked for this program, divert the funds, replenish and then monies go back out.”

The mayor then asked Ms. Gerber to recap the discussion and the Council’s comments which follows:

Recreation Supervisor: support for full-time position through December 2024

Recreation Coordinator: already budgeted for part-time at 20 hours per week

Facility Rental Coordinator: calculation for payroll and benefits will be estimated through December 2024; further discussion needed with possibility of elimination

Battalion Chief: Proposed payroll and benefits for 15 months. Once Finance Director returns, will review financial impact report and any funding for long-term planning; further discussion

Community Services Coordinator: support for part-time status for 12 months

Public Safety – Paid-Volunteer Program: support for this program

Concession Stand & Groundcover: support to review plans for converting existing shed into a concession stand. Some earmarked monies for O’Connell Park improvements to be reserved for playground covering.

Emergency Preparedness Coordinator position: support to reclassify from hourly to exempt position as ‘Emergency Preparedness Manager’. Management will re-review proposed duties.

Library: Management will review ARP guidance for library rental monies/support

Contract Grant Writer: further discussion needed

Mayor Julian said, “We can look at that. When Lorena comes back, she can pencil in what we expect to see from the measures. Hopefully, they’ll be higher than what we see now.” Mr. Bodem added,

“These proposed amounts are estimates. They can go higher or lower. These can be ‘trued up’ and adjusted.”

CM Ramirez said, “I want to look at ‘worker bee’ positions for future budget considerations. It looks a little top-heavy for the things we’ve been approving of late.”

The mayor asked if there was enough direction. Ms. Gerber said, “Yes, there is enough to start a review.”

12. FUTURE AGENDA ITEMS

CM Ramirez asked, “There’s a huge tax base that we don’t capitalize on. I’d like to look into online sales. Point of sale. For some businesses online, like Amazon, they can tack on the sales that it would be locally in that area to come to us based off that sales tax.”

Mayor Julian said, “There’s a request by the school superintendent that the School Board and the City Council meet. There’s a lot happening with schools and the community. The meeting would inform both. We met before with them about 10 years ago. Pasadera gave the school 12 acres; five (5) acres were for the City. The school took our five (5) acres to make a 17-acre parcel. It was sold and the City got Quimby monies.”

13. ANNOUNCEMENTS - COUNCIL ACTIVITY/COMMITTEE REPORTS

Mayor Julian reported the following, “This Thursday, July 29th, the State will be here to review our application for Central Park. I was asked by NPR to talk about Guadalupe and farmworkers. So, if you hear my voice talking about Guadalupe and farmworkers, that’s me. Next week KCOY will have a segment on the City’s 75th Anniversary festivities. They’re putting out information on TV on our 75th. They’re really pushing ads for us.”

Council Member Cardenas gave an update on the City’s 75th. She said, “We have more agencies. Around 60+ now. Final date before Friday, July 30th. Need to finalize mapping. There will be bike loaning for free to ride up and down the streets. Also, jumping houses. We’ll have three stages: one at ‘No Limit Tires’; one in front of the Royal Theatre, and one at the Veterans Memorial Plaza (parking lot). The Show & Shine Car Club will be there. There’ll be traffic control. From 5th Street up to 12th Street, booths will be on the east side of those streets with the parade on the west side. Hours will be from 12 noon to 5:00 p.m. Booth set up will start around 10:00 a.m. Volunteers are being requested.” Her final comments were, “We received the official notice from Cal Trans requesting street closures. It was approved!” She thanked Todd, Shannon and all involved who helped push that through.

Regarding the City’s 75th festivities, Shannon Sweeney added, “Waste Management is providing garbage cans for the event. There’ll be dumpsters off the streets at 10th and Guadalupe Streets. Rolling cannisters are to be delivered on Friday. Emiko Gerber has volunteered to monitor the trash

receptables. There will be 10 90-gallon standard trash bins and five (5) recycling bins. The mayor said that clean-up will occur "as we go". Council Member Cardenas reminded everyone that there would be the weekly Thursday general meeting on these festivities at 2:00 p.m. at El Padrecito's, in-person or on zoom.

14. ADJOURNMENT

Motion was made by Council Member Robles and seconded by Council Member Cardenas to adjourn. 5-0 Passed. Meeting adjourned at 8:56 p.m.

Prepared by:


Amelia M. Villegas, City Clerk

Approved by:


Ariston Julian, Mayor