

**Minutes  
City Council Meeting  
February 9, 2016**

**CALL TO ORDER:** Meeting was called to order at 6:02 PM by Mayor Rob Cullen.

**FLAG SALUTE:** The flag salute was led by Mayor Cullen.

**ROLL CALL:** City Manager Adams conducted roll call.

City Council: Council Members Belinda Hendrickson, Michael LeBarre, Darlene Acosta, Mayor Pro Tem Karen Jernigan, and Mayor Cullen  
City Staff: City Manager, Steven Adams, City Attorney Martin Koczanowicz, Finance Director, Mike Howard

**CLOSED SESSION ANNOUNCEMENTS:** Mayor Cullen explained Council will enter closed session after adjournment of regular council meeting.

**PRESENTATIONS:** Mayor Cullen introduced Renata Funke, Hartnell Dean, South County Education Services- Mrs. Funke presented power point presentation providing College updates, students admissions data and upcoming class schedule. She answered council's questions on local Hartnell campus services and attendance records. Council thanked her for establishing strong foundation and partnership with city.

**PUBLIC COMMUNICATIONS:**

No Public comment

**COUNCIL COMMUNICATIONS:**

Attended Boy's Scout Court of Honor Ceremony, presented Proclamation to honor Eagle Scout Adam Dyc Commended City Manager Steven Adams for State of City Address. Attended Monterey County Mayors Association meeting, long discussion regarding proposed Transportation Agency Monterey County Sales Tax Measure in November Ballot. He will be participating Trashion Show fundraiser. Plans on attending this year's AgTech Summit Mayor Pro Tem Jernigan coordinated a city tour for Reserved Officers from Fort Hunter Liggett who were enrolled in Civil Government class. Provided suggestions to help bring a wider exposure to State of City event to further increase event attendance. Extended invitations for April 20, Pinnacles National Park Mixer event to Assemblyman Luis Alejo and Senator Cannella. Proposed having brief presentation from various organizations at Council Meetings as a regular item. No report from Council member Hendrickson. Council member Acosta attended Greenfield Crime Prevention meeting, city will host 4C4P meeting tomorrow, congratulated Mayor Cullen and City Manager Adams for successful State of City Address. Council Member LeBarre enjoyed participating at Farm Day Event, will attend MST meeting.

**CITY STAFF REPORTS AND COMMENTS**

City Manager Adams has confirmed District Elections Workshops at schools sites, on February 18 and February 22. There will be presentation explaining various data and providing general information on district elections. Staff will be present to record input to later present to council. City Citizen surveys to be mailed out this week. Mayor Cullen workshops are not Council meetings. City Manager further described city survey. City Attorney Koczanowicz explained he and Chief Building Official Hodges were able to inspect Jayne Street property and will be moving forward with getting matter filed in court.

**9. CONSENT AGENDA**

- A. Meeting Minutes of January 26, 2016 Council Meeting
- B. Monthly Treasurer's Report- December 2015
- C. Monthly Check Register- December 2015
- D. Successor Agency Monthly Treasurer's Report-December 2015
- E. Successor Agency Monthly Check Register- December
- F. Consideration of Sanitary Sewer Bypass on Collins Street
- G. Consideration of Purchasing and Procurement Policy
- H. Consideration of Resolution Authorizing a Loan from the Sewer Fund to the General
- I. Consideration of Labor Agreement with the King City Police Sergeants Association
- J. Consideration of Revised Community Services Officer Job Description
- K. Consideration of Purchase of One 4x4 Truck for Public Works Department
- L. Consideration of Sale of Properties Formally Owned by the Community Development Agency of the City of King

Items H, G, and I were pulled for further clarification.

Action: Motion to approved A-F, J, K, L made by Council member LeBarre seconded by council member Acosta.

AYES: Council Members: Acosta, Hendrickson, LeBarre, Mayor Pro Tem Jernigan and Mayor Cullen,

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

Mayor Pro Tem Jernigan asked for further clarification on item K. Public Works Superintendent answered councils questions.

Mayor Pro Tem Jernigan expressed concern with electronic signatures as explained item G. Expressed she strongly believes it is important to show transparency. She suggested having a check register included in council agenda packet to help council stay informed and advised council to be cautious with expenditures. Finance Director Mike Howard explained electronic signatures will expedite the AP process and added it is staff's intent is to eliminate non value work and confirmed check register will be available for council review. City Accountant Pat Grainger expressed proposed process will overall be time efficient for staff. Mayor Pro Tem Jernigan request a brief statement be added to policy confirming city's commitment to pay bills on time. Staff to follow up on request.

Action: Motion to approve item G with the addition of statement created by staff that reflects commitment to pay invoices on time made by Council member LeBarre seconded by council member Acosta.

AYES: Council Members: Acosta, Hendrickson, LeBarre, Mayor Pro Tem Jernigan and Mayor Cullen,

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

Item H- Council member LeBarre asked City Manager to clarify this is not an additional loan from sewer fund. City Manager Adams explains loan is currently existing between the city sewer loan and city's general fund and explained staff is trying to formalize loan. He proceeded to provide background information as explained in staff report. He added that there will an interest rate which is required. City Manager clarified debt has occurred over many years due to a lot of unfortunate circumstances. He

proceeded to answered council questions. Further discussion on current sewer fund and loan record keeping process followed. City Manager Adams clarified staff is proposing two sewer studies in which both will use information already available and further explained proposed outline for the city sewer fee study. Public Comment by Domingo Uribe, Resident- Expressed concern with how original loan from city sewer fund was made and added he hopes council learns from past and hopes city becomes financially stable.

Action: Motion to approve item H made by council member LeBarre seconded by council member Hendrickson.

AYES: Council Members: Acosta, Hendrickson, LeBarre and Mayor Cullen,

NOES: Council Members: Mayor Pro Tem, Jernigan

ABSENT: Council Members:

ABSTAIN: Council Members:

Item I-Mayor Pro Tem Jernigan asked for clarification on date and rate schedule as included in MOU presented. City Manager clarified appendix tables will need to be updated. Staff to follow up and correct to reflect current language of agreement and clarified MOU provided is most updated one.

Action: Motion to approve item I, with condition for salary schedules to be corrected, made by Mayor Pro Tem Jernigan, seconded by council member LeBarre.

AYES: Council Members: Acosta, Hendrickson, LeBarre, Mayor Pro Tem Jernigan and Mayor Cullen,

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

#### **10. PUBLIC HEARING-None**

#### **11. REGULAR BUSINESS**

- A. Consideration of Mid-Year Financial Report and Mid-Year Budget Adjustments-Finance Director Howard presented item and explained as part of new budget process council adopted recently, this is the first time this council has been presented with a Mid-Year Budget review. He briefly explained process of composing the midyear budget and further explained current fiscal year is based on actual revenues and expenditures performances ending in December 31, 2015. He stated that while progress is being made in stabilizing the City's budget, the City has continued to experience a number of unanticipated impacts on expenses and revenues during the first half of the fiscal year that could result in additional decreases in the fiscal year end fund balance in the general Fund. He then provided a summary of the significant changes as outlined in staff report. He proceeded to note that year-end estimates are only projections and are difficult to accurately forecast. Mr. Howard added it is staff intention to present to council an updated report at end of March with recommendation on adjustments and more accurate figures. Mr. Howard answered Council questions. Discussion on staff proposed recommendations on budget adjustments followed. He expressed staff hopes that with all the cost saving measures it will reduce the year end deficit. Council commended Mr. Howard and City Manager Adams for time and effort in creating report and for implementing new budget process as it already helps council better understand city financials and help show transparency. Mayor Pro Tem Jernigan expressed she strongly supports having a stipend for individuals who serve on council to encourage people to run for election.

Action: Motion to approve Mid-year Financial Report and Mid-Year Budget Adjustments made by Hendrickson seconded by council member LeBarre. 5-0.

AYES: Council Members: Acosta, Hendrickson, LeBarre, Mayor Pro Tem Jernigan and Mayor Cullen,

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

B. Consideration of FY 2016-2017 Budget Goals-City Manager introduced item and provided background information. He explained that each Department was requested to submit annual operational goals based on what they believed can be accomplished with existing staffing and budget resources. He explained the intent was to establish an aggressive but realistic work plan for each operation and clarified that unlike the operational goals they are not based upon projected revenues. Instead the intent is to agree on areas where new revenues that are identified, will be directed, and as a result they provide important direction to staff to assist in preparation of the Annual Budget Recommendations. He proceeded to outline recommended budget goals for each department as included in staff report. Mr. Adams clarified these goals are intended for staff to do the ground work and analyze resources and funding and staffing capacities and added these are presented to council as a starting point for council discussion and ultimately council will signed off on final goal list. Mayor Pro Tem Jernigan thanked Mr. Adams for including Goals Sub Committee recommendations and express she supports overall list of departmental goals. Council further thanked City Manager for process of outlining goals and agreed they all look forward to the future and added they appreciate the department involvement and believe these goals will lead City to lead to a good path.

Action: Motion to approve the proposed goals as presented, made by council member Acosta seconded by council member Hendrickson.

AYES: Council Members: Acosta, Hendrickson, LeBarre, Mayor Pro Tem Jernigan and Mayor Cullen,

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

**ADJOURNMENT:** There being no further business to come before the City Council, Mayor Cullen adjourned the meeting at 8:05 pm.

**Approved Signatures:**



Mayor, Robert Cullen  
City of King



City Clerk, Steven Adams  
City of King