

**MINUTES OF THE FOWLER CITY COUNCIL MEETING  
JANUARY 16, 2018**

Mayor Cardenas called the meeting to order at 7:02 p. m. Roll call was taken.

Councilmembers Present: Cardenas, Parra, Hammer, Kazarian, Rodriquez

City Staff Present: City Manager/City Clerk Davis, Police Chief Alcaraz, Fire Chief Lopez, Public Works Director Weisser, Interim Finance Director Sanchez, City Attorney Cross, Code Enforcement Officer/Building Inspector Baxa

The Flag Salute and Pledge of Allegiance were followed by a moment of silence to reflect on good wishes for the community in 2018.

**PUBLIC PRESENTATIONS**

There were no public presentations.

**COMMUNICATIONS**

City Manager Davis announced an invitation to the Blossom Trail Kick-off event on February 2, 2018, 10:00 a.m., at the Sanger Woman's Club. Assemblymember Arambula's office will be holding a community Health and Resource Fair in Panzak Park on April 1, 2018.

**STAFF REPORTS**

**ADOPTION OF RESOLUTION NO. 2389 - CONFIRMING ASSESSMENTS FOR NUISANCE ABATEMENT COSTS FOR VIOLATIONS**

City Manager Davis said that in efforts to keep the community clean and safe, staff has worked hard on nuisance abatement processes at various properties within the City. One such property, located at 136 Bonita Avenue, was a home that had been severely damaged by fire. The property owner was incapacitated and unable to clean up all the debris. The City took over demolition and clean up of the property, and the costs have totaled more than \$30,000. Once the assessment is confirmed by the Council, the City can place a lien on the property to recover the costs when the property is sold. The owner has 15 days from the confirmation of the assessments to pay the costs and avoid the lien. City Attorney Cross added that he received a call from the property owner's attorney, who stated that there are no funds available in the estate to pay the City at this time, but it is planned to reimburse the City when the property is sold.

Councilmember Hammer made a motion to adopt Resolution No. 2389, "A Resolution Before the City Council of the City of Fowler, County of Fresno, State of California - Confirming Assessments for Nuisance Abatement Costs for Violations for Property Related to a Public Nuisance as Provided Within Section 5, Chapter 23 of the Fowler

Municipal Code; 136 Bonita Avenue, Fowler, CA, AP No: 340-208-04.” The motion was seconded by Councilmember Kazarian and carried by unanimous voice vote: Ayes: Cardenas, Parra, Hammer, Kazarian, Rodriquez. Noes: None. Abstain/absent: None.

### **CITY MANAGER’S REPORT**

#### **APPROVE JOB CLASSIFICATION, DESCRIPTION AND SALARY RANGE FOR AN EXECUTIVE AND HUMAN RESOURCE ASSISTANT/DEPUTY CITY CLERK**

City Manager Davis stated that when the Council appointed the combined City Manager/City Clerk position in October 2017, it provided an opportunity to reevaluate staffing needs for City administration, both for current and future operations. It is recommended to implement a position that has a higher level of knowledge and experience to handle more complex assignments than that of an administrative assistant. A salary schedule and job description was developed for an Executive and Human Resource Assistant/Deputy City Clerk. There is adequate room in the budget for the proposed position. The position will handle duties specific to human resource and City Clerk’s office functions and responsibilities.

Councilmember Rodriquez made a motion to approve the job classification, job description and salary range for an Executive and Human Resource Assistant/Deputy City Clerk. The motion was seconded by Mayor Pro-Tem Parra, and carried by unanimous voice vote: Ayes: Cardenas, Parra, Hammer, Kazarian, Rodriquez. Noes: None. Abstain/absent: None.

City Manager Davis mentioned that at the February 6, 2018 meeting, a public hearing will be held to consider approval of the revised site plan for the new fire station. Also, a 5:30 p. m. workshop will be scheduled the same day to discuss the Sphere of Influence and General Plan update process.

### **PUBLIC WORKS DIRECTOR’S REPORT**

Public Works Director Weisser reported that the City Engineer submitted an application and the City was awarded funding for the Adams Avenue Reconstruction Project between 5th and Merced Streets. COG will provide \$442,000 of the \$500,000 project, with the City contributing \$58,000, which will be included in next years budget. He also mentioned that a community outreach and stakeholders meeting will be set for the Golden State Corridor Improvement Project.

Union Pacific Railroad is working on a project to replace railroad ties along the tracks, and the City will be assisting with the use of one City employee and a dump truck. The City will also incur some costs for repairing asphalt, which should be under \$10,000.

### **FINANCE DIRECTOR’S REPORT**

Interim Finance Director Sanchez gave a Mid-Year Financial Review. At the six month point in the budget year, the expenditures were at 44 percent and revenues were at 50 percent. It was asked that Mr. Sanchez look into the status of the City’s CDBG Revolving

Loan Funds as it would help attract businesses that are interested in coming to Fowler.

### **POLICE DEPARTMENT REPORT**

Police Chief Alcaraz reported on the 2016 and 2017 crime statistics, and mentioned the success of the “Coffee with a Cop” events at Starbucks. He is planning other community outreach events with the Police Department.

### **FIRE DEPARTMENT REPORT**

Police Chief Lopez reported that they had 584 calls, events and trainings the past year which is down from the previous year. Two of the new firefighters are working on their EMT certification.

### **CITY ATTORNEY’S REPORT**

No report was given.

### **CONSENT CALENDAR**

The Consent Calendar consisted of: A) Ratification of Warrants - January 16, 2018; B) Approve Minutes of the City Council Meeting - January 2, 2018; C) Adoption of Resolution No. 2390, “A Resolution of the City Council of the City of Fowler Approving Development and Planning Fees for 2018. Councilmember Kazarian made a motion to approve the Consent Calendar; seconded by Mayor Pro-Tem Parra. The motion carried by unanimous voice vote: Ayes: Cardenas, Parra, Hammer, Kazarian, Rodriquez. Noes: None. Abstain/absent: None.

### **COMMITTEE REPORTS**

Mayor Cardenas attended the Fresno County Board of Supervisor’s Designation of Officer’s Ceremony, where the City received a Proclamation for their contributions, dedication and commitment to the County of Fresno and declaring 2018 as City of Fowler Year along with the other cities in Fresno County.

Mayor Pro-Tem Parra reported on a LAFCO meeting where they discussed a proposed water policy where if a city wishes to annex property into its city limits, SIGMA performance would be evaluated in the proposal.

Councilmember Hammer attended a Recreation Commission meeting where they discussed ways to improve the annual events.

Councilmember Kazarian attended a South Kings GSA meeting where they finalized their RFP process, and engaged some engineering consultants.

Councilmember Rodriquez announced that one of his sons just enlisted in the Army and the other has enlisted in the Marines.

## **ADJOURNMENT**

There being no further business, Mayor Pro-Tem Parra made a motion to adjourn, seconded by Councilmember Kazarian. The motion carried and the meeting was adjourned at 8:43 p. m.