

MINUTES OF THE FOWLER CITY COUNCIL MEETING
Tuesday October 19, 2021

Mayor Cardenas called the meeting to order at 7:01 p. m.

Councilmembers Present: Cardenas, Kazarian, Mejia, Parra

Councilmembers Absent: Rodriquez

City Staff Present: City Manager Quan, City Attorney Cross, Police Chief Alcaraz, Public Works Director Dominguez, Community Development Director Gaffery, Assistant Fire Chief Hernandez, Fire Chief Lopez, City Planner Marple, Finance Director Moreno, City Engineer Peters, Deputy City Clerk Vasquez

5. CEREMONIAL PRESENTATION

Planning Commissioner Service Recognition of Gary Mukai, Henry Fernandez, and Juan Mejia.

6. PUBLIC COMMENT

There was no public comment.

7. CONSENT CALENDAR

Councilmember Parra made a motion to approve consent calendar items 7-B and 7-C, seconded by Mayor Cardenas. The motion carried by roll call vote: Ayes: Parra, Cardenas, Kazarian, Mejia.

Councilmember Mejia pulled item 7-A for discussion and inquired if the street light bill from Pacific Gas & Electric is separated. Public Works Director Dominguez stated the bill is categorized by LS 1 and LS 2 rates.

Councilmember Kazarian made a motion to approve consent calendar item 7-A, seconded by Councilmember Parra. The motion carried by roll call vote: Ayes: Kazarian, Parra, Cardenas, Mejia.

8. GENERAL ADMINISTRATION

8-A. FINANCE

- i. **WORKSHOP on Fiscal Years 2019-20 and 2020-21 year-end close.**

Josh Giosa of Price Paige and Company (Price Paige) provided an overview of Fiscal Years 2019-20 and 2020-21 year-end close budgets. Mr. Giosa reported audit preparation was completed in mid-summer and the audit is still ongoing. He reported some of the highlights included the preparation of bank reconciliation, identified and reclassified close to \$1,000,000 in cash, and revamped the multi-year audit schedules. Mr. Giosa stated Price Paige is currently in the process of closing fiscal year 2019-20 and fiscal year 2020-21 books and aims to complete the 2020 audit preparation by the end of this fiscal year and complete the 2021 audit preparation by March 31, 2022. He stated Price Paige's goal is to provide clear and concise information to the City to make informed decisions. Mr. Giosa announced Price Paige recommends Bryant L Jolley CPA as the new external auditor.

Councilmember Kazarian shared his concerns of the lack of timely bank reconciliations and stated although an item is reconciled, there could still be fraud. Councilmember Parra noted it was former staff from two years ago that made the financial errors.

ii. Actions pertaining to Fiscal Year (FY) 2019-2020, 2021-2021, and 2021-2022 year-end close of the City of Fowler's financial records.

Finance Director Moreno requested Council's approval for auditing services agreement with Bryant L. Jolley, Certified Public Accountants for auditing services for Fiscal Year (FY) 2019-20, FY 2020-21, and an option to add FY 2021-22 year-end close of the City's financial records and adoption of proposed Budget Amendment Resolution No. 2517. Mr. Jolley stated their firm has worked with many cities throughout Fresno County. Councilmember Kazarian noted the importance of transparency and accountability.

1. APPROVE the Professional Auditing Services agreement with Bryant L. Jolley, Certified Public Accountants to provide auditing services for the City of Fowler's Finance Department for FY 2021-2022 in an amount not to exceed \$114,000.

Councilmember Parra made a motion to APPROVE the Professional Auditing Services agreement with Bryant L. Jolley, Certified Public Accountants to provide auditing services for the City of Fowler's Finance Department for FY 2021-2022 in an amount not to exceed \$114,000, seconded by Councilmember Kazarian. The motion carried by roll call vote: Ayes: Parra, Kazarian, Cardenas, Mejia.

2. **APPROVE Budget Amendment Resolution No. 2517 to appropriate \$114,000 for FY 2019-20, FY 2020-21, and with an option to FY 2021-22 year-end close of the City of Fowler's financial records.**

Councilmember Kazarian made a motion to APPROVE Budget Amendment Resolution No. 2517 to appropriate \$114,000 for FY 2019-20, FY 2020-21, and with an option to FY 2021-22 year-end close of the City of Fowler's financial records, seconded by Councilmember Mejia. The motion carried by roll call vote: Ayes: Kazarian, Mejia, Cardenas, Kazarian.

- iii. **Fiscal Year 2021-22 1st Quarter Financial Report (Informational)**

Finance Director Moreno provided an overview of a 1st quarter financial report which summarizes the City's revenue and expenditure activity from July 1, 2021 through September 20, 2021 by fund type. She reported she meets with Directors monthly to review their respective department's expenses.

8-B. PUBLIC WORKS

- i. **Review alternatives and provide staff direction regarding potential request to Caltrans to add median treatment to the State Route 99 improvement project.**

City Engineer Peters reported Caltrans is performing work on State Route 99 through Fowler and Selma which includes installation of a center median concrete barrier. He shared examples of various options with the Council. Community Development Director Gaffery provided exhibits showing the extensive use of red brick throughout the City on various buildings and crosswalks. City Engineer Peters stated to imitate the brick theme, the idea is to have red brick treatment, possibly at the interchanges, or bracket the word Fowler with the red brick. Councilmember Mejia recommended stamping or sandblasting the designs rather than painting the designs due to Caltrans lack of maintaining median barriers in other areas. City Engineer Peters stated he would request adding dye to the concrete instead of painting the barriers. After much discussion, it was the consensus of Council to move forward with the dyed brick design with the word Fowler. City Engineer Peters reported he will contact Caltrans tomorrow with the request.

ii. **Consider Resolution No. 2523 ADOPTING a Street Cutting Policy.**

City Engineer Peters requested Council's adoption of Resolution No. 2523. He reported the Street Cutting Policy will be shared with developers, utility companies and City crews and is intended to preserve the life and structure of the pavement. City Engineer Peters reported the Street Cutting Policy places a 3-year moratorium for pavement cuts on streets that received a seal coat, places a 5-year moratorium on any newly constructed streets or reconstructed streets, it sets forth repair requirements, proposed waivers, and is compliant with the Americans with Disability Act.

Councilmember Kazarian made a motion to ADOPT Resolution No. 2523 a Street Cutting Policy, seconded by Councilmember Parra. The motion carried by roll call vote: Ayes: Kazarian, Parra, Cardenas, Mejia.

8-C. CITY MANAGER'S OFFICE

i. **COVID-19 Update**

City Manager Quan stated she did not have a COVID-19 update. She thanked Finance Director Moreno for doing a phenomenal job in the finance department. City Manager Quan also thanked Council for their efforts in assisting with the Employee Appreciation Dinner and reported there are over 90 RSVPs, over \$700 in monetary donations, and 50 raffle prizes received.

9. STAFF COMMUNICATIONS – (CITY MANAGER)

9-A. PLANNING DEPARTMENT

City Planner Marple reported the Small Community Drought Program grant application, approved by Council last month, was submitted. She reported application review will be between 60 – 90 days and staff feel confident the application was submitted in a timely manner.

9-B. PUBLIC WORKS DEPARTMENT

Public Works Director Dominguez reported the Fowler Band Review is this weekend and next Wednesday, October 27, 2021 is the Trunk or Treat event and last Farmer's Market of the season.

9-C. POLICE DEPARTMENT

Police Chief Alcaraz distributed DOJ crime statistics for the month of September 2021 and reported staff is continuing to build a relationship with Fowler Unified School District Superintendent and staff. He announced Coffee with Cops is Wednesday, November 3, 2021 at 5:30 p.m. at Donny Wright Park.

9-D. FIRE DEPARTMENT

Fire Chief Lopez shared September call logs and year to date incidents.

10. CITY ATTORNEY REPORT

10-A. Consider APPROVAL of Resolution No. 2522, A Resolution of the City Council

of the City of Fowler Authorizing Remote Teleconferencing for City Council Meetings and Commission Meetings During Declared State of Emergency in Accordance with Government Code Section 54953 (AB 361)

City Attorney Cross reported based on Council's direction during the October 5, 2021, City Council meeting, Resolution No. 2522 is presented for consideration to make the findings needed to allow Council members to attend Council meetings via teleconferencing pursuant to AB 361 without following typical Brown Act requirements for teleconference participation by Council members at Council meetings. Mr. Cross stated the Resolution also authorizes the City's other commissions who meet remotely to continue doing so for as long as the Council authorizes. He noted if the Resolution is approved, it will need to be revisited every 30 days for renewal and if there are teleconference access difficulties during a Council meeting, the meeting will need to be stopped until access is restored.

Councilmember Kazarian made a motion to APPROVE Resolution No. 2522, A Resolution of the City Council of the City of Fowler Authorizing Remote Teleconferencing for City Council Meetings and Commission Meetings During Declared State of Emergency in Accordance with Government Code Section 54953 (AB 361), seconded by Councilmember Mejia. The motion carried by roll call vote: Ayes: Kazarian, Mejia, Cardenas, Parra.

11. COUNCILMEMBER REPORTS AND COMMENTS

Councilmember Parra announced he and Mayor Cardenas attended the Fresno Fair horse races representing the City. He also requested an EDA update. City Manager Quan stated staff will have an update at the November 2, 2021 Council meeting.

Councilmember Mejia inquired if there was an update on the water meter installation. Public Works Director Dominguez reported two companies have been selected, one for installation and the other for purchasing the meters, and an update will be provided at the November 2, 2021 Council meeting. Councilmember Mejia thanked the Public Works Department for their hard work and dedication.

12. ADJOURNMENT

Having no further business, Councilmember Kazarian made a motion to adjourn the meeting, seconded by Councilmember Parra. The meeting adjourned at 8:32 p.m.