



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

CITY COUNCIL AGENDA

5:30 CLOSED SESSION / 6:30 REGULAR MEETING

Tuesday, December 19, 2017

**Location: Paso Robles Council Chamber / Library Conference Center
1000 Spring Street, Paso Robles**

**Please submit all speaker cards and correspondence for City Council to the City Clerk
Please refrain from cell phone use and turn ringer off during the meeting**

5:30 PM – CALL TO ORDER

ROLL CALL Councilmembers Steve Gregory, John Hamon, Jim Reed, Fred Strong, and Mayor Steven Martin

CLOSED SESSION ITEMS

- **Conference with Legal Counsel - Anticipated Litigation (One Case)**
Pursuant to Government Code Section 54956.9(d)(4)

- **Meet and Confer Conference with Labor Negotiator**
Gov. Code section 54957.6

City Negotiator: Thomas Frutchey, City Manager
Employee Organizations: International Association of Firefighters (IAFF)
Police Officers Association (POA)
Service Employees International Union (SEIU)
Unrepresented Management
Unrepresented Part-time Employees

PUBLIC COMMENT REGARDING CLOSED SESSION MATTERS

ADJOURN TO CLOSED SESSION

6:30 PM – RECONVENE TO OPEN SESSION

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

INVOCATION Family Worship Center

ROLL CALL Councilmembers Steve Gregory, John Hamon, Fred Strong, Jim Reed, and Mayor Steven Martin

STAFF AND COMMISSIONER INTRODUCTIONS

REPORT FROM CLOSED SESSION

PRESENTATIONS

1. **[Conservation Report](#)**
D. McKinley, Director of Public Works
2. **[Assistant City Manager Meg Williamson Proclamation](#)**
S. Martin, Mayor
3. **[Officer Brady Cox Proclamation](#)**
K. Buxkemper, Deputy City Clerk
4. **[John Nicolds Proclamation](#)**
K. Buxkemper, Deputy City Clerk
5. **[Update on Medical Marijuana Regulation](#)**
T. Frutchey, City Manager

GENERAL PUBLIC COMMENTS

This is the time the public may address the Council on items within the Council's purview but not scheduled on the agenda. **PLEASE TURN IN A SPEAKER CARD, SPEAK DIRECTLY INTO THE MICROPHONE AND BEGIN BY STATING YOUR NAME AND ADDRESS. EACH PERSON IS LIMITED TO 3 MINUTES.** Any person or subject requiring more than three minutes may be scheduled for a future Council meeting or referred to committee or staff. Those persons wishing to speak on any item scheduled on the agenda will be given an opportunity to do so at the time that item is being considered.

AGENDA ITEMS TO BE DEFERRED

CONSENT CALENDAR

ITEMS ON THE CONSENT CALENDAR ARE CONSIDERED ROUTINE, NOT REQUIRING SEPARATE DISCUSSION. However, if discussion is wanted by a member of the Council or public the item may be removed from the Consent Calendar and considered separately. Councilmembers and members of the public may offer comments or ask questions of clarification without removing an item from the Calendar. Individual items are approved by the vote that approves the Consent Calendar, unless an item is pulled for separate consideration. Items pulled from consent will be heard at the end of the meeting.

6. [Approve City Council Minutes from 12/5/17](#)

K. Buxkemper, Deputy City Clerk

7. [Receive Warrant Requests](#)

K. Gularte, Accounts Payable

8. [Receive Advisory Body Minutes](#)

Airport Commission (10/26/17)

Youth Commission (11/1/17)

9. [Approve Unregulated Contaminant Monitoring](#)

D. McKinley, Director of Public Works

Recommendation: Authorize the City Manager to execute an agreement with Babcock Laboratories, Inc. for \$21,352 to monitor for 30 chemical contaminants for one year, from all of the City's drinking water sources.

10. [Appoint Director of Public Works Dick McKinley as Acting City Manager in Absence of City Manager Frutchey](#)

T. Frutchey, City Manager

Recommendation: Confirm the appointment of Dick McKinley as Acting City Manager in the event the City Manager cannot be reached or is unable to serve, effective upon the retirement of Meg Williamson as Assistant City Manager, on December 29, 2017, and continuing until the appointment of a replacement Assistant City Manager.

11. [Extend Graves Airport Lease](#)

D. McKinley, Director of Public Works / R. Oxborrow, Airport Services Coordinator

Recommendation: Approve Resolution No. 17-XXX Approving the First Amendment to Municipal Airport Lease with the John R. and Koene R. Graves Living Trust.

12. [Paint and Reroof 4860 Wing Way \(Oasis Hangar\)](#)

D. McKinley, Director of Public Works / R. Oxborrow, Airport Services Coordinator

Recommendation: Authorize the City Manager to execute an agreement with Trombley Painting for \$41,874.11 (including a 10% contingency, based on the age of the building).

CONSENT CALENDAR ROLL CALL VOTE

REPORT ON ITEMS APPROVED ON CONSENT

PUBLIC HEARINGS

13. None.

DISCUSSION ITEMS

14. [Building Division Reorganization Plan](#)

W. Frace, Director of Community Development

Recommendation: Adopt Resolution 17-XXX reclassifying the second Deputy Building Official position to a second Building Inspector position.

ROLL CALL VOTE

15. National Citizen Survey Results

T. Frutchey, City Manager

Recommendation: Receive and file the final reports for the National Citizen Survey, recognizing that action items will be developed at the Next Steps Workshop on January 11, 2018.

ROLL CALL VOTE

16. Council Workshop

T. Frutchey, City Manager

Recommendation: Provide direction to staff on the Council’s interest in having a goal-setting session to precede the budget process and, if so, the focus, format, and schedule of such a session.

ROLL CALL VOTE

17. Second Reading of City Manager Signature Authority Ordinance

T. Frutchey, City Manager

Recommendation: 1. Hold second reading and adopt Ordinance #XXX N.S. to amend Paso Robles Municipal Code Section 6.04.160, allowing the City Council to establish by resolution the maximum limit for professional and specialized services agreements that can be approved by the City Manager.

2. Approve Resolution #17-XXX that approves amendments to the City’s Purchasing and Payment Procedures Manual to increase the limit from \$20,000 to \$35,000 for a one-year period. Once implemented, the resolution requires the City Manager to monitor the purchases that no longer need Council approval and apprise the Council, for a period of one year. At the end of the year, if the Council has not extended the increase or otherwise amended the City’s financial and purchasing policies, the limit returns to its previous amount of \$20,000.

COUNCIL BUSINESS & COMMITTEE REPORTS

18. Current Council Committee Activities and Reports

UPCOMING EVENTS

- Cancelled Regular Planning Commission Meeting – 6:30pm on Tuesday, December 26, 2017 in the Council Chamber/Library Conference Center, 1000 Spring Street, Paso Robles.
- Cancelled Regular City Council meeting – 6:30pm on Tuesday, January 2, 2018 in the Council Chamber/Library Conference Center, 1000 Spring Street, Paso Robles.
- Regular Planning Commission Meeting – 6:30pm on Tuesday, January 9, 2018 in the Council Chamber/Library Conference Center, 1000 Spring Street, Paso Robles.
- National Citizen Survey Next Steps Workshop – 5:30pm on Thursday, January 11, 2018 in the EOC Main Conference Room at the Public Safety Center, 900 Park Street, Paso Robles.
- Regular City Council meeting – 6:30pm on Tuesday, January 16, 2018 in the Council Chamber/Library Conference Center, 1000 Spring Street, Paso Robles.

ADJOURNMENT

The deadline for submitting items for the next regular meeting is January 5, 2018

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the City Council after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the City Clerk’s Office, 1000 Spring Street, Paso Robles, CA, during normal business hours, and may be posted on the City’s web site at www.prcity.com/government/citycouncil/agendas.asp.

All persons desiring to speak on an agenda item are asked to fill out Speaker Information Cards and place them at the Staff Table prior to public discussion of that item. Each individual speaker will be limited to a presentation total of three (3) minutes per item.

AMERICANS WITH DISABILITIES ACT Any individual, who because of a disability needs special assistance to attend or participate in this meeting, may request assistance by contacting the City Clerk’s Office (805) 237-3960. Whenever possible, requests should be made four (4) working days in advance of the meeting.