

**CITY COUNCIL OF THE CITY OF MCFARLAND
MCFARLAND SUCCESSOR AGENCY
MCFARLAND PUBLIC FINANCE AUTHORITY
MCFARLAND IMPROVEMENT AUTHORITY
MCFARLAND PARKING AUTHORITY
MCFARLAND USA FOUNDATION BOARD**

REGULAR MEETING– 6:00 P.M.

PLEASE NOTE: The City of McFarland City Council Chambers complies with the provisions of the Americans with Disabilities Act (ADA). Anyone needing special assistance please contact the City Hall at **(661) 792-3091**, at least one business day prior the meeting so that we may accommodate you.

LOCATION OF MEETING: **McFarland Veterans Community Center
103 W. Sherwood Ave
McFarland, Ca 93250**

DATE/TIME: **May 25, 2017 at 6:00 P.M.**

ROLL CALL: Mayor / Chairman Manuel Cantu Jr.
Mayor Pro Tem / Chairman Stephen McFarland
Council Member / Boardmember Russell Coker
Council Member / Boardmember Vidal Santillano
Council Member / Boardmember Rafael Melendez

REGULAR MEETING: – 6:00 P.M.

INVOCATION:

PLEDGE OF ALLEGIANCE:

PRESENTATIONS AND PROCLAMATIONS:

None

PUBLIC COMMENTS: This portion of the meeting is reserved for persons to address the Council/Board members on any matter not on this agenda but under the jurisdiction of the Council/Board members. Council/Board members may respond briefly to statements made or questions posed. They may ask a question for clarification; make a referral to staff for factual information or request staff to report back to the Council/ Board members at a later meeting.

SPEAKERS ARE LIMITED TO TWO MINUTES. PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD PRIOR TO MAKING A PRESENTATION. FIFTEEN MINUTES TOTAL TIME WILL BE ALLOWED FOR ANY ONE SUBJECT.

CONSENT AGENDA/OPPORTUNITY FOR PUBLIC COMMENT:

All items listed as consent items are considered to be routine and noncontroversial by City staff and will be approved by one motion if no member of the City Council or public wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the City Council or public to address the concerns of the item before action are taken.

CONSENT CALENDAR:

1. **Approval Of Warrants** – List of warrants in the amount of \$ 1,050,919.28 from April 22, 2017 through May 19, 2017 and the pre-issued payroll in the amount of \$155,045.53 for April, 2017.
2. **Approval of Minutes of Regular And / Or Special Council Meeting** – held on April 27, 2017.
3. **The Geo Group Memorandum of Understanding** - The GEO Group would like to enter into a Memorandum of Understanding (MOU) with the McFarland Police Department regarding the MPD's assistance to them for any arrests on their facility grounds outside the prisons(s) and the processing of any such arrests and/or the processing of any evidence. They are also requesting our cooperative assistance in the event of any critical incidents.

Attachment(s): Staff Report, Memorandum of Understanding

Recommendation(s): Staff recommends the City Council approve the Geo Group Memorandum of Understanding subject to any necessary changes coordinated through the City Attorney, and authorize Mayor Cantu sign said cooperative agreement.

4. **Sister City Relationship between the City of McFarland and Municipality of Huanusco, Zacatecas, Mexico** to form an alliance with the municipality for the purpose of economic and cultural exchange.

Representatives of the Municipality of Huanusco, Zacatecas have been in McFarland and approached us with the request to become a sister city.

Attachment(s): Staff Report, Resolution 2017-019.

Recommendation(s): Staff recommends the City Council authorize the passage of Resolution No. 2017-019.

5. **5311 Claim for FY 2016-2017 and FY 2017-2018** – Every year the City of McFarland has to file a Federal Transit Administration Section 5311 Claim for funding from California Department of Transportation through the Kern Council of Governments (KernCOG) for Fiscal Year 2016-2017 the application is \$45,584 and Fiscal Year 2017-2018 the claim is \$46,626 to fund the City's Transit operations.

This funding is State transportation funding for capital and operating expenses related to public transit.

Attachment(s): Staff Report, Resolution No. 2017-020

Recommended Action(s): Staff recommends the City Council adopt Resolution No. 2017-020 approving submittal of FTA Section 5311 Claim for FY 2016/2017 and 2017-2018 to Kern Council of Governments and authorize the City Manager to execute the application.

6. **Report, introduction of an Ordinance amending title 17 Zoning of the McFarland Municipal Code by amending Section 17.136 General Provisions** The proposed ordinance will be to Section 17.136.180, Fences, Walls and Hedges.

Attachment(s): Staff Report, Proposed Ordinance 068-2017

Recommended Action(s): Staff recommends the City Council introduce this item, waive the first reading and set a public hearing date of June 8, 2017, to approve the proposed amendments to title 17 Zoning of the City's Municipal Code.

7. **City of McFarland Annual Levy of Assessments for Landscape and Lighting Assessment District No. 1** - Adoption of A Resolution to Initiate Proceedings, Ordering the Preparation of an Engineer's Report, Preliminarily Approving the Engineer's Report, Declaring its Intention to Levy and Collect Assessments for Landscaping Lighting Assessment District No. 1., Annual Levy of assessments, and setting a time, and place for a public hearing.

This is the District's Annual Levy and Collection of Assessments is for the maintenance of landscape improvements installed by the developer as a condition of approval of their development.

Attachment(s): Resolution Nos.2017-022, 2017-023. 2017-024.

Recommended Action(s): Staff recommends McFarland City Council adopt the three Resolutions initiating proceedings for the Levy and Collection of Assessments, preliminary approval of the Engineer's Report, declaring its intention to Levy and Collect Assessments for Landscaping and Lighting Assessment District No.1 and setting June 8, 2017 for a public hearing.

8. **Villa Del Caribe Park - Land and Water Conservation Fund (LWCF) Deed Restriction** - Department of Parks and Recreation, Office of Grants and Local Services (OGALS) requires that a deed restriction be recorded on the title to the property of Villa del Caribe Park. The restriction ensures that the property is used for the purpose consistent with the grant scope, which is to construct/develop a 5.0 acre neighborhood park. In order to receive grant payments for development costs, the deed restriction is required.

Attachment(s): Staff Report, Deed Restriction Form, Exhibit A-1, A-2 and B.

Recommended Action(s): Staff recommends the City Council John Wooner, City Manager, sign in the presence of a notary the Deed Restriction Form and record with

County Recorder's Office the notarized Deed Restriction Form, "Exhibit A-1" "Exhibit A-2" and "Exhibit B", on the title to the property.

9. **Hazard Mitigation Grant Program-Emergency Cooling Center Generator** -The California Governor's office of Emergency Services (Cal OES) and Federal Emergency Management Agency (FEMA) has approved City of McFarland application for the Emergency Cooling Center Generator in the amount of \$169,875.00.

All subrecipient must have a current (within the last 3 years), valid Governing Body Resolution and updated Grant Assurances on file with Cal OES in order to received payment.

Attachment(s): Staff Report, Resolution, Grant Assurances

Recommended Action(s): Staff recommends the City Council approve/authorize the Designation of Applicants' Agent Resolution and Grant Assurances.

END OF CONSENT CALENDAR

PUBLIC HEARING

10. **Report, and possible approval of an Ordinance amending Title 17 Zoning** of the McFarland Municipal Code by amending Section 17.134 Development Standards and Section 17.148 Variances and Modifications and adding Section 17.160 Permit Procedures and Section 17.162 Amendments to this Ordinance.

Attachment(s): Staff Report, Ordinance 066-2017

Recommended Action(s): Staff recommends the City Council conduct the public hearing and adopt the proposed Ordinance by title only.

11. **Report, and possible approval of an Ordinance amending Title 1 General Provisions**, Chapter 1.14, Section 1.14.040 Notice of Violation and Title 8 Property Maintenance, Section 8.20.080 Notice to Abate Authority (Municipal Code Text Amendment 2017-02).

Attachment(s): Staff Report, Ordinance 067-2017

Recommended Action(s): Staff recommends the City Council conduct the public hearing and adopt the proposed Ordinance by title only.

Mayor Cantu to adjourn city council meeting and open the McFarland USA Foundation Board Meeting

Chairman Cantu to open the McFarland USA Foundation Board Meeting:

MCFARLAND USA FOUNDATION:

12. **McFarland USA Foundation-Update** - IRS Department of Treasury has assigned McFarland USA Foundation an Employer Identification Number (EIN). This EIN will identify the foundation, business accounts, tax returns and documents.

Staff is working with the attorneys on getting the 501(c) (3) exempt application wrapped up. The following items are needed:

- Projected income expenses for the 2016-2017 fiscal year and the 3 years following;
- Bank Account

The McFarland USA Foundation Budget will be reviewed at the same time City of McFarland's Budget is presented.

Attachment(s): Staff Report

Recommended Action(s): Staff recommends the Board of Directors to authorize the Treasurer (Rocio Mosqueda) to open a bank account with United Security Bank for McFarland USA Foundation.

Director Cantu of the McFarland USA Foundation adjourn meeting. Mayor Cantu opens and continues the Regular City Council Meeting.

13. Monthly staff report to the City Council

- a. Administration
- b. Planning Department
- c. Grant Department
- d. Public Works Department

ADMINISTRATIVE MATTERS:

14. **Report and Discussion and Possible Approval, RE: Revised City of McFarland Employee Handbook** –The City Council had previously approved the Alternative Work Schedule 9/80, Specialty Pay and Stipends but they needed to be included in the City of McFarland Employee Handbook. In addition since the City of McFarland, employees more than fifty (50) employees the section of Family Medical Leave Act also needed to be added to the City of McFarland Employee handbook.

Staff worked with Gage Dungy, Liebert, Cassidy, Whitmore personnel attorney in updating the City of McFarland Employee Handbook.

- **Section 7.05** – Alternative Work Schedules
- **Section 7.10** – Specialty Pay and Stipends
- **Section 10.01** – Family and Medical Leave Act (FMLA/CFRA)

Attachment(s): Staff Report, Revised City of McFarland Employee Handbook

Recommended Action(s): Staff recommends the City Council approve the revised City of McFarland Employee Handbook.

15. **Report and Possible Approval RE: A Resolution of the City Council of the City of McFarland approving City Debt Management Policy** - In September 2016, the Governor signed [SB 1029](#) (California Debt and Investment Advisory Commission: Accountability Reports) into law. The intent of this bill was to facilitate improved financial transparency and accessibility to information about public debt.

The Debt Management Policy is being brought forward to Council to comply with state law as it relates to debt issuance requirements set forth by the State Debt and Investment Advisory Commission. The City is currently working on the financing for City Hall Expansion Project. As a result, City must have a current Debt Management Policy in place.

Attachment(s): Staff Report, Resolution No. 2017-021

Recommended Action(s): Staff recommend that the City Council adopt the Resolution 2017-021, of the City Council of the City of McFarland approving City Debt Management Policy.

16. **Discussion and Requested by Councilmember Coker: Regarding ideas for the City's fire services.**

Attachment(s): None

Recommendation(s): Discussion and possible city council action taken.

Correspondence

None

Oral Reports from City Council on Committee / Special District Meetings

Delano Mosquito Abatement District (DMAD) – Councilmember Coker

Kern Council of Governments (KCOG) – Mayor Cantu or Alternate Member
Mayor Pro-Tem McFarland

McFarland Tri-Agency Partners (MTAP): Mayor Cantu or Alternate Member
Councilmember Santillano

Kern Economics Development Corp. (KEDC) – Mr. John Wooner, City Manager

Kern County Association of Cities (KCAC)

MAYOR AND COUNCIL MEMBERS STATEMENTS:

On their own initiative, Council members may make a brief announcement or a brief report on their own activities. In addition, Council members may ask a question of staff or the public for clarification on any matter, provide a reference to staff or other resources for factual information. Or request staff to report back to the City Council at a later meeting concerning any matter. Furthermore, the City Council, or any member thereof, may take action to direct staff to place a matter of business on a future agenda.

CLOSED SESSION:

1. Conference with legal counsel regarding request to file late claim from Cairo Monje Torres per Government Code Section 54956.9(d)(2).

ADJOURNMENT