



**CITY OF LATHROP  
CITY COUNCIL SPECIAL MEETING  
MONDAY, JANUARY 23, 2023, 6:00 P.M.  
COUNCIL CHAMBER, CITY HALL  
390 Towne Centre Drive, Lathrop, CA 95330**

**MINUTES**

**PLEASE NOTE: There was a Closed Session, which commenced at 5:32 p.m. The Special Meeting reconvened at 6:15 p.m.**

**1. PRELIMINARY**

1.1 CALL TO ORDER – Mayor Dhaliwal called the meeting to order at 5:32 p.m.

1.2 CLOSED SESSION

1.2.1 CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation - Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(b) and 54956.9(e)(1)

- 2 Potential Case(s)

**RECONVENE** – Mayor Dhaliwal reconvened the meeting at 6:15 p.m.

1.2.2 REPORT FROM CLOSED SESSION

City Attorney Salvador Navarrete reported that direction was provided pursuant to Item 1.2; no other reportable action taken.

1.3 ROLL CALL Present: Mayor Dhaliwal; Vice Mayor Akinjo; and Councilmembers: Diallo, Lazard and Torres-O'Callaghan

Absent: None

1.4 PLEDGE OF ALLEGIANCE – Councilmember Lazard led the pledge of allegiance.

1.5 DECLARATION OF CONFLICT(S) OF INTEREST

No conflicts of interest declared.

## **2. SCHEDULED ITEM(S)**

### **2.1 PRESENTATION REGARDING THE CITY'S CODE COMPLIANCE AND ENFORCEMENT PROCESS**

Assistant City Manager Michael King provided a brief summary and introduced Consultant Pete Roque, Director of Code Enforcement with 4Leaf, Inc. Mr. Roque provided the presentation, which included an overview of the current code compliance process, information on code compliance functions, and tools available for enforcement procedures. A question and answer period ensued throughout the presentation. City Manager Stephen Salvatore and Assistant City Manager Michael King provided additional information.

The City Council received information and options related to code compliance options and enforcement procedures. The City Council discussed the options presented and provide direction to staff on moving forward with an educational and proactive approach, which included an eight step process aimed to educate the noncompliant party into compliance. The eight step process was summarized as follows:

1. Complaint received (reactive approach);
2. Staff conducts inspection and assesses the complaint;
3. If required, staff issues courtesy notice and/or provides in-person education and solutions (non-punitive);
4. Staff creates a follow-up inspection for compliance (the timeframe varies);
5. Staff will conduct a follow-up. If needed, staff will send a "Notice of Violation" with citation language and a timeline for compliance
6. Staff will conduct a follow-up inspection and issue citations for non-compliance (\$100 per violation on the first notice; \$200 per violation on the second notice; and \$500 per violation on the third notice);
7. Staff will have an office meeting prior to initiating further enforcement actions; and
8. Staff pursues appropriate legal tools, such as abatement, recordation, criminal, and or civil procedures.

### **2.2 PRESENTATION REGARDING THE AMERICAN RESCUE PLAN ACT FUNDING ALLOCATION**

City Manager Stephen Salvatore provided a brief summary. Deputy Finance Director Thomas Hedegard provided the presentation, which included an overview of the American Rescue Plant Act (ARPA), current regulations that allow local governments to utilize funds, and summary of how surrounding cities have utilized their portion of the funds. Staff also proposed the following ARPA programs for the City of Lathrop, summarized as follows:

1. Repayment of \$234,000 in Small Business Assistance Grant Program to the Measure D Economic Development Fund, which provided crucial funding to Lathrop small businesses during Covid-19 shutdowns;
2. Allocate \$1.5 million for land acquisition costs for a future Community Center;
3. Allocate \$20,000 to a Backpack Food Program, to offer families free groceries over weekends and school breaks;
4. Allocate \$80,000 to setup and administer an income based grant/stipend program for Lathrop residents to help them transition their yard landscaping to be drought resistant/ tolerant; and
5. Allocate \$4.0 Million to fund future utility capital needs, which benefits all Lathrop residents by stabilizing utility rates and postponing rate increases needed to fund capital improvements (avg. \$444/ per household in assistance).

Finance Director Cari James and Parks, Recreation and Maintenance Services Director Todd Sebastian provided additional information. A question and answer period followed.

Vice Mayor Akinjo expressed interest in stabilizing utility rates to take some burden off the ratepayers. Councilmember Lazard expressed contentment with the proposed options. Councilmember Diallo expressed interest with using funds for sidewalk reflectors and school zone signage near the River Islands schools, utility rate reduction, and additional sidewalks in the eastside of Lathrop, and reflective lights or paint on roundabouts. Councilmember Torres-O'Callaghan expressed interest with the proposed options.

The City Council received information and options related to the American Rescue Plan Act Funding Allocation(s) Options. The City Council provided direction to staff to move forward with the proposed options, and options for safe school routes within the River Islands development areas. Staff will further analyze the proposed options with the direction given and return to Council with additional information.

- 3. ADJOURNMENT** – There being no further business, Mayor Dhaliwal adjourned the meeting at 7:45 p.m.

  
Teresa Vargas, MMC,  
Government Services Director / City Clerk

*This meeting was called by a majority of the City Council per Government Code Section 54956.5. Members of the public interested in addressing the City Council during this Special Meeting may address the item(s), which have been described in the notice of this Special Meeting in accordance with Government Code Section 54954.3(a).*