



**CITY OF LATHROP  
CITY COUNCIL SPECIAL MEETING**

**WEDNESDAY, JUNE 12, 2019, 3:00 P.M.**

**COUNCIL CHAMBER, CITY HALL  
390 Towne Centre Drive, Lathrop, CA 95330**

**MINUTES**

**PLEASE NOTE: The City Council met on June 12, 2019, at 3:05 p.m., to discuss the Fiscal Years 2019-20 and 2020-21 Fiscal Budgets until their review and discussions concluded.**

**1. PRELIMINARY**

1.1 CALL TO ORDER – Mayor Dhaliwal called the meeting to order at 3:05 p.m.

1.2 ROLL CALL Present: Mayor Dhaliwal; Councilmembers: Lazard, Salcedo and Torres-O’Callaghan.

Absent: Councilmember Akinjo.

*At time of roll call Councilmember Akinjo was absent. Councilmember Akinjo arrived at 4:24 p.m., following the vote of the General Fund (Item 2.1b No. 1-7) section of the budget.*

1.3 PLEDGE OF ALLEGIANCE – Councilmember Torres-O’Callaghan led the pledge of allegiance.

**2. SCHEDULED ITEMS**

City Manager Stephen Salvatore provided an introduction to the item.

2.1 FISCAL YEARS 2019-20 AND 2020-21 OPERATIONAL BUDGETS REVIEW AND APPROVAL

The City Council received presentations from each department and approved the following sections of the budget:

a. Budget Overview

Finance Director Cari James provided a general overview of the proposed budgets for Fiscal Years 2019-20 and 2020-21. A question and answer period ensued throughout the

presentation. City Manager Stephen Salvatore and City Attorney Salvador Navarrete provided additional information.

b. General Government

1. City Council
2. City Manager
3. City Clerk

City Manager Stephen Salvatore and City Clerk Teresa Vargas provided an overview of the City Council, City Manager and City Clerk sections of the budget. Information presented included:

- Staffing/Organizational Chart
- Department(s) Overview
- Accomplishments
- Goals for FY 2019-20 and 2020-21
- Significant Changes

4. Economic Development

Economic Development Administrator Shelley Burcham provided an overview of the Economic Development Division section of the budget. Information presented included:

- Staffing/Organizational Chart
- Division Overview
- Accomplishments
- Goals for FY 2019-20 and 2020-21
- Significant Changes

5. City Attorney

City Attorney Salvador Navarrete provided an overview of the City Attorney section of the budget. Information presented included:

- Staffing/Organizational Chart
- Department Overview
- Accomplishments
- Goals for FY 2019-20 and 2020-21
- Significant Changes

6. Finance

Finance Director Cari James provided an overview of the Finance Department section of the budget. Information presented included:

- Staffing/Organizational Chart
- Department Overview
- Accomplishments
- Goals for FY 2019-20 and 2020-21
- Budget Initiatives / Requests
- Significant Changes

## 7. Information Technology

Information Technology Manager Tony Fernandes provided an overview of the Information Technology section of the budget. Information presented included:

- Staffing/Organizational Chart
- Division Overview
- Accomplishments
- Goals for FY 2019-20 and 2020-21
- Budget Initiatives / Requests
- Significant Changes

Questions and answers ensued throughout the presentations. No amendments were noted.

On a motion by Mayor Dhaliwal, seconded by Vice Mayor Salcedo, the City Council approved the General Government section of the budget, which included the City Council, City Manager, City Clerk, Economic Development, City Attorney, Finance and Information Technology Departments and Divisions.

Ayes: Lazard, Salcedo, Torres-O’Callaghan, and Dhaliwal  
 Noes: None  
 Absent: Akinjo  
 Abstain: None

*Councilmember Akinjo arrived at 4:24 p.m.*

### c. Administrative Services

Finance Director Cari James provided an overview of the Administrative Services section of the budget. Information presented included:

- Staffing/Organizational Chart
- Department Overview of the following Divisions:
  - Animal Services
  - Human Resources
  - Central Services
  - Risk Management

- Emergency Services
- Goals for FY 2019-20 and 2020-21
- Significant Changes

Questions and answers ensued throughout the presentation. No amendments were noted.

On a motion by Mayor Dhaliwal, seconded by Councilmember Torres-O'Callaghan, the City Council approved the Administrative Services section of the budget.

Ayes: Akinjo, Lazard, Salcedo, Torres-O'Callaghan, and Dhaliwal  
 Noes: None  
 Absent: None  
 Abstain: None

*The Public Safety presentation (Item 2.1f) was provided before to the Community Development presentation (Item 2.1d). After the Community Development presentation, the presentations continued with the original order published in the agenda.*

d. Community Development

Community Development Director Mark Meissner provided an overview of the Community Development section of the budget. Information presented included:

- Staffing/Organizational Chart
- Department Overview of the following Division:
  - Planning Division
- Accomplishments
- Goals for FY 2019-20 and 2020-21
- Significant Changes

Questions and answers ensued throughout the presentation. No amendments were noted.

On a motion by Mayor Dhaliwal, seconded simultaneously by Councilmember Torres-O'Callaghan and Lazard, the City Council approved the Community Development section of the budget.

Ayes: Akinjo, Lazard, Salcedo, Torres-O'Callaghan, and Dhaliwal  
 Noes: None  
 Absent: None  
 Abstain: None

*Mayor Dhaliwal recessed the meeting at 5:17 p.m. Mayor Dhaliwal reconvened the meeting at 5:51 p.m.*

e. Parks and Recreation

Parks and Recreation Director Zach Jones provided an overview of the Culture and Leisure section of the budget. Information presented included:

- Staffing/Organizational Chart
- Department Overview of the following Divisions:
  - Administration
  - Senior Services
  - Leisure Services
  - Special Events
  - Youth Development
  - Sports
  - Facilities
  - Library
- Accomplishments
- Goals for FY 2019-20 and 2020-21
- Significant Changes

*Mayor Dhaliwal stepped down from the dais at 6:14 p.m., and returned to the dais at 6:18 p.m.*

Questions and answers ensued throughout the presentation. No amendments were noted.

On a motion by Councilmember Lazard, seconded by Councilmember Akinjo, the City Council approved the Culture and Leisure section of the budget.

Ayes: Akinjo, Lazard, Salcedo, Torres-O'Callaghan, and Dhaliwal  
Noes: None  
Absent: None  
Abstain: None

*The Public Safety presentation (Item 2.1f) was provided before to the Community Development presentation (Item 2.1d). After the Community Development presentation, the presentations continued with the original order published in the agenda.*

f. Public Safety

Lieutenant and Acting Police Chief Ryan Biedermann and Police Services Manager Carole Terras provided an overview of the Public Safety section of the budget. Information presented included:

- Staffing/Organizational Chart
- Department Overview
- Goals for FY 2019-20 and 2020-21
- Significant Changes

Questions and answers ensued throughout the presentation. City Manager Stephen Salvatore and Finance Director Cari James provided additional information. The Council discussed the need for an additional Traffic Officer and vehicle for the potential position.

On a motion by Mayor Dhaliwal, seconded by Councilmember Torres-O'Callaghan, the City Council approved the Public Safety section of the budget, as amended to include an additional Traffic Officer and Police Services vehicle, to be funded from Measure C (50%) and General Fund Reserves (50%).

Ayes: Akinjo, Lazard, Salcedo, Torres-O'Callaghan, and Dhaliwal  
Noes: None  
Absent: None  
Abstain: None

g. Public Works

Assistant Public Works Director Michael King provided an overview of the Public Works section of the budget. Information presented included:

- Staffing/Organizational Chart
- Department Overview of the following Divisions:
  - Administration
  - Land Development
  - Construction Management
  - Streets
  - Utility Engineering
  - Operations and Maintenance
  - Building Division
  - Code Compliance
  - Special Districts Requiring GF Subsidies
    - Woodfield Landscape District

- Storm Drain Zone 1A (Crossroads)
  - Accomplishments
  - Goals for FY 2019-20 and 2020-21
  - Significant Changes

*Mayor Dhaliwal stepped down from the dais at 6:27 p.m.*

Questions and answers ensued throughout the presentation. City Manager Stephen Salvatore, Finance Director Cari James and Senior Management Analyst Yesenia Linnell provided additional information.

*Mayor Dhaliwal returned to the dais at 6:42 p.m.*

The question and answer period continued. Mayor Dhaliwal reported a conflict of interest with the Woodfield Landscape District section of the Public Works budget, due to his residence within the area. The presentation paused while Mayor Dhaliwal stepped down.

*Mayor Dhaliwal stepped down from the dais 6:55 p.m., in order for the Council to discuss the Woodfield Landscape District.*

The question and answer period continued. City Manager Stephen Salvatore and City Attorney Salvador Navarrete provided additional information. No amendments were noted.

On a motion by Councilmember Lazard, seconded Councilmember Akinjo, the City Council approved the Public Works section of the budget.

Ayes: Akinjo, Lazard, Torres-O'Callaghan, and Salcedo  
 Noes: None  
 Absent: None  
 Abstain: Dhaliwal (due to conflict of interest with the Woodfield Landscape District)

*Mayor Dhaliwal returned to the dais at 7:07 p.m., following the vote of the Public Works (Item 2.1g) section of the budget.*

*City Manager Stephen Salvatore expressed appreciation to the Public Works Department for keeping up with consistently heavy workloads and managing various large projects.*

h. Measure C

Finance Director Cari James provided an overview of the Measure C section of the budget. Information presented included:

- Division Overview
  - Public Safety
    - Lathrop-Manteca Fire District
    - Lathrop Police Services
  - Parks and Recreation
  - City Community Projects
- Accomplishments
- Goals for FY 2019-20 and 2020-21
- Significant Changes

Questions and answers ensued throughout the presentation. Lathrop-Manteca Fire District Chief Gene Neely provided additional information. No amendments were noted.

On a motion by Councilmember Torres-O'Callaghan, seconded by Vice Mayor Salcedo, the City Council approved the Measure C section of the budget.

Ayes: Akinjo, Lazard, Salcedo, Torres-O'Callaghan, and Dhaliwal  
Noes: None  
Absent: None  
Abstain: None

i. Developer Projects

Community Development Director Mark Meissner provided an overview of the Developer Projects section of the budget. Information presented included:

- Division Overview
  - Stanford Crossing – Saybrook CLSP
  - Phelan Gateway – Phelan Development Company
  - TriPoint Logistics Center – Crows Holding, LLC.
  - Lathrop Marketplace – Watt Commercial Properties
  - River Islands Development
  - Lathrop Towne Centre – Ramona Chase
- Budget Summary for Developer Funded Expense Accounts (non-City funds)

Questions and answers ensued throughout the presentation. No amendments were noted.



On a motion by Councilmember Lazard, seconded by Mayor Dhaliwal, the City Council approved the Developer Projects section of the budget.

Ayes: Akinjo, Lazard, Salcedo, Torres-O'Callaghan, and Dhaliwal  
Noes: None  
Absent: None  
Abstain: None

*City Clerk Teresa Vargas announced that a public comment letter was received addressing Items 2.2 and the Resolution adopting the Department Budgets presented, by Martin Harris with Terra Land Group, LLC; the letter was distributed to the City Council via their tablets (same process at the agenda) and copies were made available for the public at the beginning of the meeting.*

## 2.2 PUBLIC HEARING TO CONSIDER A RESOLUTION TO ADOPT THE CITY OF LATHROP CAPITAL IMPROVEMENT PLAN BUDGET FOR FISCAL YEAR 2019-20

Assistant Public Works Director Michael King provided an overview of the FY 2019-20 Capital Improvement Plan Budget. A question and answer period ensued throughout the presentation. Mayor Dhaliwal opened the public hearing. There were no speakers. Mayor Dhaliwal closed the public hearing.

On a motion by Councilmember Lazard, seconded by Mayor Dhaliwal, the City Council consider the following:

1. Held a Public Hearing; and
2. Adopted **Resolution 19-4590** approving the City of Lathrop capital improvement plan budget for Fiscal Year 2019-20.

Ayes: Akinjo, Lazard, Salcedo, Torres-O'Callaghan, and Dhaliwal  
Noes: None  
Absent: None  
Abstain: None

*Mayor Dhaliwal recessed the meeting at 7:39 p.m., in order to accommodate a change in recording tape/hardware. At this time, Mayor Dhaliwal Left for remainder of the meeting. Vice Mayor Salcedo reconvened the meeting at 7:42 p.m.*

City Clerk Teresa Vargas gave an overview of the approval process for Item 2.3. The City Council voted on each resolution separately, as it was scheduled on the agenda.

2.3 ADOPTION OF FISCAL YEARS 2019-20 AND 2020-21 OPERATIONAL BUDGET RESOLUTIONS

On a motion by Vice Mayor Salcedo, simultaneously seconded by Councilmembers Lazard and Torres-O'Callaghan, the City Council adopted **Resolution 19-4591** approving the Biennial Budget for Fiscal Years 2019-20 And 2020-21, the salary schedule for Fiscal Year 2019-20, the authorized positions by department, and the Final Gann Limit for Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

Ayes: Akinjo, Lazard, Torres-O'Callaghan, and Salcedo  
Noes: None  
Absent: Dhaliwal  
Abstain: None

On a motion by Councilmember Lazard, seconded by Vice Mayor Salcedo, the City Council adopted **Resolution 19-4592** adopting the Woodfield Landscape Maintenance District budget or Fiscal Years 2019-20 and 2020-21.

Ayes: Akinjo, Lazard, Torres-O'Callaghan, and Salcedo  
Noes: None  
Absent: Dhaliwal  
Abstain: None

3. **ADJOURNMENT** – There being no further business, Vice Mayor Salcedo adjourned the meeting at 7:47 p.m.



Teresa Vargas, CMC  
City Clerk

This meeting was called by a majority of the City Council per Government Code Section 54956.