

**CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:**

February 16, 2021

ITEM NO:

1.a.

SUBJECT: Consideration of a Special Legal Services agreement with Colantuono Highsmith Whatley, PC for Special City Counsel Services

DISCUSSION: At a specially held meeting on February 1, 2021, with a 3-2 vote, City Council directed Staff to offer a Special Legal Services Contract with Colantuono Highsmith Whatley, PC to represent the City in litigation. The terms of Special Contract Services are outlined in the attached agreement.

<u>COST:</u> (Enter cost of item to be purchased in box below)		<u>BUDGET IMPACT:</u> (Enter amount this non-budgeted item will impact this years' budget in box below – if budgeted, enter NONE).
See Contract for Fees and Rates		
<u>FUNDING:</u> (Enter the funding source for this item in box below – if fund exists, enter the balance in the fund).		<u>ON-GOING COST:</u> (Enter the amount that will need to be budgeted each year in box below – if one-time cost, enter NONE).
Funding Source: General Fund Balance:		

RECOMMENDATION: 1) Council discuss and provide direction to Staff regarding the terms of the agreement, and 2) Authorize the Mayor to execute the agreement.



Teresa Gallavan, City Manager

Date

2-9-21

420 Sierra College Drive, Suite 140
Grass Valley, CA 95945-5091
Voice (530) 432-7357
Fax (530) 432-7356

**COLANTUONO
HIGHSMITH
WHATLEY, PC**

Michael G. Colantuono
(530) 432-7359
MColantuono@chwlaw.us

January 28, 2021

VIA U.S. MAIL

City of Selma
c/o Hilda Cantu Montoy
Interim City Attorney
2440 Tulare St. Ste. 410
Fresno, CA 93721

Re: **Representation of City of Selma in Defense of *Avalos v. Mendoza-Navarro, et al.*, Fresno Superior Court Case No. 20 CECG 03762**

Dear Hilda:

As you asked, I write to propose the terms under which we agree to represent the City of Selma ("you" or "City") and Councilmember Blanca E. Mendoza-Navarro in the case identified above, which is election contest with respect to the Councilmember's recent election to the City Council. This will be our sole project for the City; if we can assist it on other matters, please let me know. Colantuono, Highsmith & Whatley, PC and all of its professionals are very pleased to have the opportunity to represent you.

This letter sets forth the basis upon which our firm will provide legal services to you and bill you for services and costs. The firm maintains a conflict of interest index which lists all clients of our firm and matters in which we represent them. We will not represent any party with an interest that may be adverse to an indexed person without first determining if a professional conflict of interest would arise. We propose to index the following with respect to this matter:

Client-Affiliated Parties:

City of Selma
Blanca E. Mendoza-Navarro
Brandi Orth, Fresno County Clerk / Registrar of Voters

Adverse Parties:

Jimmie "Jim" Avalos
Neal E. Costanzo
Costanzo & Associates

Please let me know if any of these names are incorrect or if there are other parties with an interest in this matter that we should list such as, for example, any other expected participants in the litigation. Unless we hear from you to the contrary, we will assume that the above listing is accurate and complete.

We have reviewed our files and our conflicts index and have no other client relationships which would interfere with our ability to represent you in this matter except as follows:

The City proposes to retain us to defend this case on its behalf (as its election, administered by the County, is challenged) and Councilmember Mendoza-Navarro, in this suit. As you know, whenever a lawyer has more than one client in a case, each must consent to joint representation because conflicts of interest among them may arise. These conflicts can exist when the case is filed or develop later. We are not aware of any present conflict of interest between the City and Councilmember Mendoza-Navarro as to the conduct of the election in which she prevailed. They have common interest in defending that election and its outcome. However, as the case progresses, conflicts of interest could arise that may make it necessary or desirable that separate counsel be retained for one or the other. For example, it is possible the City's view of the case might change or that a settlement proposal might be attractive to one client but not the other. One client may desire a more vigorous defense. We view these possibilities as unlikely but must disclose them. If you are or become aware of any conflict between the City and the Councilmember, please let us know immediately. Likewise, we will advise you if a conflict appears to us.

While representing both our clients, we might learn confidential facts communicated in the course of the attorney-client relationship. While such communications would be privileged as to third parties, they may not be privileged as among our clients — we have to treat you all equally and cannot keep secrets from either the Councilmember or the City.

By signing below, you confirm that you have carefully considered the advantages and disadvantages of simultaneous representation and agree that we may represent you simultaneously with one another.

Further, the City has agreed to pay our fees for representing the Councilmember. Rule 1.8.6 of the California Rules of Professional Conduct provides:

A lawyer shall not enter into an agreement for, charge, or accept compensation for representing a client from one other than the client unless:

(a) there is no interference with the lawyer's independent professional judgment or with the lawyer-client relationship;

(b) information is protected as required by Business and Professions Code section 6068, subdivision (e)(1) [i.e., attorney-client confidences will be protected] and rule 1.6 [Confidential Information of a Client]; and

(c) the lawyer obtains the client's informed written consent at or before the time the lawyer has entered into the agreement for, charged, or accepted the compensation, or as soon thereafter as reasonably practicable

We do not anticipate that the City's paying us to defend the Councilmember in this case will interfere with our independent professional judgment because, as noted above, both our clients have common goals — to defend the case efficiently and to defend the election and its outcome. We will, of course, protect client confidences and are aware of none that pertain to this case which cannot be shared between you.

By signing where indicated below, you consent to this joint representation. Please review the foregoing and, if it meets with your approval, sign and return the signature page to me. If you have any questions, please feel free to call me at the direct-dial number above. Thank you for the opportunity to represent you.

As we have discussed, the nature of the matter makes it impossible for us to precisely estimate the fees you may incur. You will receive monthly statements informing you of the fees and costs incurred during the prior month. We will, of course, do our best to represent you efficiently and without undue expense.

Hilda Cantu Montoy, Interim City Attorney
City of Selma
January 28, 2021
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Please make payments payable to Colantuono, Highsmith & Whatley, PC directly to our Grass Valley office at:

Colantuono, Highsmith & Whatley, PC
420 Sierra College Drive, Suite 140
Grass Valley, CA 95945-5091

Our federal employer identification number is 75-3031545.

David J. Ruderman and I will have primary responsibility for your representation, and the firm will use other attorneys and legal assistants in the best exercise of our professional judgment. If you have questions, concerns or criticisms at any time, please contact me at once. Naturally, we expect you to keep us reasonably informed of all significant developments regarding this representation.

We review all statements before they are issued to ensure the amount charged is appropriate. The statement for fees is simply the product of the hours worked multiplied by the hourly rates for the attorneys and legal assistants who did the work.

Our hourly rates are based upon the experience, reputation and ability of the lawyer or legal assistant performing the services, and for 2021 range between \$220 and \$525 per hour for attorneys' time, and between \$125 and \$170 for the time of paralegals and legal assistants. As a courtesy to you, however, we agree to cap our rates at \$325 per hour. Our rate structure in general and the rates of particular lawyers may be increased from time to time, and are usually adjusted as of the beginning of each calendar year. We will not, however, lift the \$325 per hour cap without first discussing with you our need to do so.

It may be necessary to bill you for items such as, but not limited to, authorized travel, long distance telephone calls, filing fees, photocopying, computerized legal research outside the scope of our Westlaw contract and the like. These items are separately itemized on our statement as "disbursements." These amounts will be billed in addition to our fees.

We will send you monthly statements, and expect payment within 15 days of the billing date. If payment is not received within 30 days of the billing date, we reserve the

right to charge interest on the unpaid balance at the rate of 1% per month and to terminate our representation.

We rarely have disputes with clients over our fees. Nevertheless, you should be aware that you are entitled to require that any fee dispute be resolved by binding arbitration in Los Angeles or Nevada Counties pursuant to the arbitration rules for legal fee disputes of the respective County Bar Association. We agree that all disputes between us regarding the services rendered or fees charged not resolved via County Bar fee arbitration will be submitted to binding arbitration in Sacramento to be conducted by ADR Services, Inc. in accordance with its commercial arbitration rules. **YOU SHOULD REVIEW THIS PARAGRAPH CAREFULLY AND, IF YOU WISH, SEEK INDEPENDENT LEGAL COUNSEL REGARDING IT, AS YOU AND WE ARE AGREEING TO FOREGO SIGNIFICANT RIGHTS IN THE EVENT OF A DISPUTE BETWEEN US, INCLUDING THE RIGHT TO A JURY TRIAL.**

You have the right to terminate our representation at any time. We have the same right, subject to an obligation to give you reasonable notice to arrange alternative representation. In either circumstance, you agree to secure new counsel to represent you as quickly as possible and to cooperate fully in the substitution of the new counsel as counsel of record. Notwithstanding the termination of our representation, the City will remain obligated to pay to us all fees and costs incurred previously.

You agree that we may, in our discretion, maintain all or part of your client file in electronic format. The firm may store part or all of your documents using secure cloud storage services. If so, the firm will apply all reasonable methods to maintain the confidentiality of your files, just as it does for your non-digital information. Your data will be password protected and encrypted using currently available technology. Clients requiring information from their files may obtain that information only by written request to us.

You also agree that following termination of our attorney-client relationship, we will not be required to maintain your client file for more than two years. If you ask us to deliver your file to you, you agree that delivery of an electronic version, together with any materials that cannot be saved electronically, satisfies our obligation to release all your client papers and property to you. Two years after termination of our relationship, and after reasonable notice, you agree that we will be free to destroy your client file,

Hilda Cantu Montoy, Interim City Attorney
City of Selma
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including all electronic records. We may also discharge our obligation to maintain your file before two years expire by mailing a copy to you at your address last known to us. You agree that "reasonable notice" means our mailing a notice of our intent to destroy your client file to you at that address.

I apologize for the formality of this letter, but we are required by California law to provide this information to you in writing. We are also required to inform you that we currently maintain professional liability insurance coverage.

Please review the foregoing and, if it meets with your approval, execute it, and return it to me. If you have any questions, please feel free to call me at the direct-dial number above. Thank you for the opportunity to represent you!

Very truly yours,

Michael G. Colantuono

MGC:mgc

Hilda Cantu Montoy, Interim City Attorney
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January 28, 2021
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On behalf of City of Selma, I agree to retain Colantuono, Highsmith & Whatley, PC to provide legal services as set forth above and consent to the simultaneous representation of the City and Councilmember Blanca E. Mendoza-Navarro as described above.

Signature
By: _____
Date: _____, 2021
Title: _____

I agree to joint representation of myself and the City of Selma and to the City's paying Colantuono, Highsmith & Whatley, PC to represent me as described above.

Blanca E. Mendoza-Navarro
Date: _____, 2021

**CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:**

February 16, 2021

ITEM NO: 1.b.

SUBJECT: Consideration of a Request from Proteus to submit a letter of support for funding to continue services through the County of Fresno's Department of Social Service's Job Ready Services

RECOMMENDATION: Consider the request and direct staff on issuance of the proposed letter.

DISCUSSION: The City Manager's Office received a request from Proteus requesting Council support on their proposal to continue services for a term of 2 years with an option to renew for an additional one year period in order for Proteus to continue to provide services through the County of Fresno's Department of Social Service's Job Ready Services - Welfare to Work program, otherwise known as Jobs 2000.

Attached for Council consideration is the request, short summary, and a proposed letter.

RECOMMENDATION: Consider the request and direct staff on issuance of the proposed letter.


Teresa Gallavan, City Manager

2-9-21
Date

Reyna Rivera

From: Peggy Avila <peggy@proteusinc.org>
Sent: Friday, January 29, 2021 4:01 PM
To: Teresa Gallavan
Cc: Reyna Rivera
Subject: Letter of Support
Attachments: Template Letters of Support (1).docx

Teresa Gallavan-City Manager,

You are being sent this request for your support from Proteus, Inc. Our history of collaboration with the City of Selma exceeds 53 years of gratifying partnership. The Proteus Jobs 2000 program has been providing Job Readiness services to Fresno County Welfare-to-Work (WTW) recipients in both the City of Fresno and Rural Fresno County since July 1, 2000. Proteus is submitting a proposal to continue our services for a term of 2 years with an option to renew for an additional one year period.

We would appreciate any assistance you can provide us by writing a letter of support on our behalf. I have attached a template to serve as a guide, please feel free to modify or make changes as needed to reflect how our program has worked and/or can continue to work with the City of Selma. If possible can you please submit your letter of support by February 12, 2021. Thanks for your consideration in this matter.

Respectfully,

Peggy Avila
Proteus Inc. Program Assistant
Jobs 2000
559-499-2140



A simple, but powerful declaration. Exactly what *JOBS 2000* is all about. A program to prepare people for the workforce. We work to install a problem-solving, barrier-breaking, *can-do* attitude in our clients. The initial goal? To cultivate self-esteem, teach communication skills, and inspire team spirit-just the way successful companies do. It is an intensive four-week workshop where the clients learn to embrace difficulties to overcome them, followed by a one-week job search. We use basic problem-solving skills to change the way client's reason. This is an essential first step. For many of our clients this is an original experience. Never in their lives have they been empowered to succeed.

This intensive five-week job readiness program includes a curriculum based on topics such as:

JOBS 2000 Performance-Based Assessment
Lifestyle Changes
Problem Solving
Employment
Employer Expectations
Domestic Abuse
Substance Abuse
Parenting & Family Wellness

Goal setting & Attainment
Obtaining & Retaining Employment
Lifelong Learning
Effective Communication
Teamwork
Money Management
Appropriate dress & Hygiene/Body
Anger Management

The Fresno County Department of Social Services (DSS CalWORKs Job Specialists are responsible for referring appropriate participants to Proteus for the JOBS 2000 workshop. Teaching staff includes dedicated members of the District Attorney's Office, Family Support Division, Public Defender's Office, Children Services Network, and many more business that volunteer their time and care deeply about our clients.

Mr. Robert Alcazar
1830 N. Dinuba Blvd.
Visalia, CA 93291

Dear Mr. Alcazar:

(Name of Organization) is pleased to write this letter supporting Proteus, Inc. and their efforts to continue to provide services through the County of Fresno's Department of Social Service's Job Ready Services - Welfare to Work program, otherwise known as Jobs 2000.

Our residents and surrounding neighbors have been the beneficiaries of the program for the past few years and we are optimistic that Proteus will continue to provide this much needed program in an efficient and effective manner. We recognize that programs such as JOBS 2000 are crucial to assisting TANF recipients helping them move to unsubsidized employment. The JOBS 2000 program assists participants by helping them work through their many barriers and offers them a chance at a new beginning.

This program is vital to the economic future of our city and we are pleased that this program will continue to benefit our residents. With increased workplace complexities, the demand for a workforce that is prepared and skilled to address various issues is critical. From our knowledge of the Jobs 2000 program, these vital skills are taught and demonstrated to the program participants.

Our collaboration with your agency personnel has been beneficial to meeting our needs and we hope to continue it in the future. (Name of Organization) is proud to support Proteus and the continuation of the JOBS 2000 program. Should you have any questions please feel free to contact me at (559) xxx-xxxx.

Sincerely,

Name
Mayor

**CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:**

February 16, 2021

ITEM NO:

1.c.

SUBJECT:

Consideration of Resolutions approving changes to banking
authorized signers

RECOMMENDATION: Approve four (4) Resolutions changing the authorized signers on the City/Agency/Corporation/Authority's Union Bank accounts (City accounts, Successor Agency, Community Enhancement Corporation, and Public Financing Authority).

DISCUSSION: With the recent Council reorganization, individuals authorized to sign City, Successor Agency, Public Financing Authority, and Community Enhancement Corporation checks need to be changed.

Documents have been prepared naming the Mayor and Mayor Pro-Tem (and their respective Agency, Authority, and Corporation counterparts) as authorized signers on the various accounts at Union Bank. Two (2) signatures are still required on each check.

RECOMMENDATION: Approve four (4) Resolutions changing the authorized signers on the City/Agency/Corporation/Authority's Union Bank accounts (City accounts, Successor Agency, Community Enhancement Corporation, and Public Financing Authority).

/s/

02/10/2021

Isaac Moreno, Assistant City Manager

Date



Teresa Gallavan, City Manager

2-10-21

Date

RESOLUTION NO. 2021 – R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELMA
RESCINDING RESOLUTION NO. 2019-5R AUTHORIZING
AND DESIGNATING AUTHORIZED PERSONS
TO ESTABLISH, DEPOSIT, AND WITHDRAW
FROM BANK ACCOUNTS AT UNION BANK OF CALIFORNIA, N.A**

WHEREAS, the City of Selma should designate certain persons and authorized persons to deposit into City Accounts and to withdraw on behalf of the City from said account; and

WHEREAS, on February 4, 2019, the City Council adopted Resolution No. 2019-5R designating said authorized persons, and now wishes to revise said designations.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SELMA
HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:**

Section 1. The City Council finds that the above recitals are true and correct and are incorporated herein by reference.

Section 2. The City Council hereby rescinds Resolution No. 2019-5R, and any other City Council resolution that designated authorized banking signatories for the City of Selma Accounts.

Section 3. The City Council hereby affirms that that Union Bank of California N.A., a national banking association (“Bank”), is hereby selected and designated as a depository of funds of the City, and that accounts are established and maintained by and in the name of the City at the Selma office of said Bank, upon and subject to such terms and conditions as the officers hereinafter designated, or any of them, may from time to time agree upon with said Bank.

Section 4. The City Council hereby designates that all checks, drafts and other instruments for the payment of money drawn or accepted by the City for payment from said account or at said office be signed on behalf of the City by any two (2) of the following officers of the City viz: **Scott Robertson** as Mayor, **Beverly Cho** as Mayor Pro Tem, **Teresa Gallavan** as City Manager, and/or **Christina Arias** as Human Resources Manager.

Section 5. The City Council hereby designates that any checks, drafts or other instruments for the payment of money, endorsed on behalf of this city for deposit with or collection by said Bank, may be so endorsed in the name of the City by written or stamped endorsement, without designation or signature of the person making such endorsement; and

Section 6. The City Council hereby directs that the City Clerk certify to said Bank that the Resolution has been duly adopted, and is in conformity with the by-laws of the City, and to further certify to said Bank that names and specimen signatures of the present officers of the City authorized to sign as aforesaid, and if and when any change be made in the personnel of said officers the fact of such change and the name and specimen signature of each new officer.

Section 7. The City Council hereby requests and authorizes the Bank to honor, receive, certify, and pay any such instrument signed or endorsed in accordance with the foregoing resolution and the certification then in effect as above provided for, including any such instrument drawn or endorsed to the personal order of, or presented for negotiation or encashment by, any officer signing or endorsing the name.

Section 8. The City Council hereby finds and declares that this Resolution and each such certification shall remain in full force and effect, and said Bank is authorized and requested to reply and act thereon, until it shall receive at its office to which the certified copy of this Resolution is delivered, either a certified copy of a further resolution of the City of Selma amending or rescinding these resolutions or a further certification as above provided for, as the case may be.

Section 9. Severability. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 10. Effective Date. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED at a Regular Meeting of the City Council of the City of Selma on this 16th day of February 2021, by the following roll call vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

Scott Robertson
Mayor

ATTEST:

Reyna Rivera
City Clerk

RESOLUTION NO. 2021 – SRDA

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SELMA SUCCESSOR AGENCY RESCINDING RESOLUTION NO. 2019-3SRDA, AND AUTHORIZING AND DESIGNATING AUTHORIZED PERSONS TO ESTABLISH AND WITHDRAW FROM BANK ACCOUNTS AT UNION BANK OF CALIFORNIA, N.A. – SUCCESSOR RDA

WHEREAS, the Selma Successor Agency (“Agency”) should designate certain persons and authorized persons to deposit in Agency accounts and to withdraw on behalf of the Agency from said accounts; and

WHEREAS, on February 4, 2019, the Agency adopted Resolution No. 2019-3SRDA designating said authorized persons, and now wishes to revise said designations.

NOW, THEREFORE, THE SUCCESSOR AGENCY DOES HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by reference.

Section 2. The Agency hereby rescinds Resolution No. 2019 - 3SRDA, and any other Agency resolution that designated authorized banking signatories for the Agency account.

Section 3. The Agency hereby affirms that Union Bank of California, N. A., a national banking association (“Bank”), is hereby selected and designated as a depository of funds of this Agency, and that accounts be established and maintained by and in the name of this Agency at the Selma office of said Bank, upon and subject to such terms and conditions as the officers hereinafter designated, or any of them, may from time to time agree upon with said Bank.

Section 4. The Agency hereby designates that all checks, drafts and other instruments for the payment of money drawn or accepted by the Agency for payment from said account or at said office be signed on behalf of the Agency by any two (2) of the following officers of the Agency viz: **Scott Robertson** as Chairman, **Beverly Cho** as Vice Chairman, **Teresa Gallavan** as Executive Director, and/or **Christina Arias** as Human Resources Manager/Deputy Secretary; and

Section 5. The Agency Board hereby designates that any checks, drafts or other instruments for the payment of money, endorsed on behalf of the Agency for deposit with or collection by said Bank, may be so endorsed in the name of the Agency by written or stamped endorsement, without designation or signature of the person making such endorsement.

Section 6. The Agency Board hereby directs that the Secretary certify to said Bank that this Resolution has been duly adopted, and is in conformity with the by-laws of the Agency, and to further certify to said Bank that names and specimen signatures of the present officers of

the Agency authorized to sign as aforesaid, and if and when any change be made in the personnel of said officers the fact of such change and the name and specimen signature of each new officer.

Section 7. The Agency Board hereby requests and authorizes the Bank to honor, receive, certify, and pay any such instruments signed or endorsed in accordance with the foregoing Resolution and the certification then in effect as above provided for, including any such instrument drawn or endorsed to the personal order of, or presented for negotiation or encashment by, any officer signing or endorsing the name.

Section 8. The Agency Board hereby finds and declares that this Resolution and each such certification shall remain in full force and effect, and said Bank is authorized and requested to reply and act thereon, until it shall receive at its office to which the certified copy of these resolutions is delivered, either a certified copy of a further resolution of the Selma Successor Agency amending or rescinding these resolutions or a further certification as above provided for, as the case may be.

Section 9. Severability. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 10. Effective Date. That the Agency Secretary shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED at a Special Meeting of the Selma Successor Agency on this 16th day of February 2021, by the following roll call vote:

AYES:	BOARD MEMBERS:
NOES:	BOARD MEMBERS:
ABSTAIN:	BOARD MEMBERS:
ABSENT:	BOARD MEMBERS:

Scott Robertson, Chairperson

ATTEST:

Reyna Rivera, Agency Secretary

RESOLUTION NO. 2021 – CEC

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SELMA COMMUNITY ENHANCEMENT CORPORATION RESCINDING RESOLUTION NO. 2019-1CEC, AND AUTHORIZING AND DESIGNATING AUTHORIZED PERSONS TO ESTABLISH AND WITHDRAW FROM BANK ACCOUNTS AT UNION BANK OF CALIFORNIA, N.A.

WHEREAS, the Selma Community Enhancement Corporation (“Corporation”) should designate certain persons and authorized persons to deposit in Corporation accounts and to withdraw on behalf of the Corporation from said accounts; and

WHEREAS, on February 4, 2019, the Corporation adopted Resolution No. 2019-1CEC designating said authorized persons, and now wishes to revise said designations.

NOW, THEREFORE, THE COMMUNITY ENHANCEMENT CORPORATION HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by reference.

Section 2. The Corporation hereby rescinds Resolution No. 2019-1CEC, and any other Corporation resolution that designated authorized banking signatories for the Corporation account.

Section 3. The Corporation hereby affirms that Union Bank of California, N. A., a national banking association (“Bank”), is hereby selected and designated as a depository of funds of this Corporation, and that accounts be established and maintained by and in the name of this Corporation at the Selma office of said Bank, upon and subject to such terms and conditions as the officers hereinafter designated, or any of them, may from time to time agree upon with said Bank.

Section 4. The Corporation hereby designates that all checks, drafts and other instruments for the payment of money drawn or accepted by the Corporation for payment from said account or at said office be signed on behalf of the Corporation by any two (2) of the following officers of the Corporation viz: **Scott Robertson** as Chairman, **Beverly Cho** as Vice Chairman, **Teresa Gallavan** as Executive Director, and/or **Christina Arias** as Human Resources Manager/Deputy Secretary; and

Section 5. The Corporation Board hereby designates that any checks, drafts or other instruments for the payment of money, endorsed on behalf of the Corporation for deposit with or collection by said Bank, may be so endorsed in the name of the Corporation by written or stamped endorsement, without designation or signature of the person making such endorsement.

Section 6. The Corporation Board hereby directs that the Secretary certify to said Bank that this Resolution has been duly adopted, and is in conformity with the by-laws of the Corporation, and to further certify to said Bank that names and specimen signatures of the present officers of the Corporation authorized to sign as aforesaid, and if and when any change be made in the personnel of said officers the fact of such change and the name and specimen signature of each new officer.

Section 7. The Corporation Board hereby requests and authorizes the Bank to honor, receive, certify, and pay any such instruments signed or endorsed in accordance with the foregoing Resolution and the certification then in effect as above provided for, including any such instrument drawn or endorsed to the personal order of, or presented for negotiation or encashment by, any officer signing or endorsing the name.

Section 8. The Corporation Board hereby finds and declares that this Resolution and each such certification shall remain in full force and effect, and said Bank is authorized and requested to reply and act thereon, until it shall receive at its office to which the certified copy of these resolutions is delivered, either a certified copy of a further resolution of the Selma Enhancement Corporation amending or rescinding these resolutions or a further certification as above provided for, as the case may be.

Section 9. Severability. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 10. Effective Date. That the Corporation Secretary shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED at a Special Meeting of the Selma Community Enhancement Corporation on this 16th day of February 2021, by the following roll call vote:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:

Scott Robertson, Chairperson

ATTEST:

Reyna Rivera, Corporation Secretary

RESOLUTION NO. 2021 – PFA

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SELMA PUBLIC FINANCING AUTHORITY RESCINDING RESOLUTION NO. 2019-1PFA, AND AUTHORIZING AND DESIGNATING AUTHORIZED PERSONS TO ESTABLISH AND WITHDRAW FROM BANK ACCOUNTS AT UNION BANK OF CALIFORNIA, N.A.

WHEREAS, the the Selma Public Financing Authority (“Authority”) should designate certain persons and authorized persons to deposit in Authority accounts and to withdraw on behalf of the Authority from said accounts; and

WHEREAS, on February 4, 2019, the Authority adopted Resolution No. 2019-1PFA designating said authorized persons, and now wishes to revise said designations.

NOW, THEREFORE, THE SELMA PUBLIC FINANCING AUTHORITY HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by reference.

Section 2. The Authority hereby rescinds Resolution No. 2019-1PFA, and any other resolution that designated authorized banking signatories for the Authority account.

Section 3. The Authority hereby affirms that Union Bank of California, N. A., a national banking association (“Bank”), is hereby selected and designated as a depository of funds of this Authority, and that accounts be established and maintained by and in the name of this Authority at the Selma office of said Bank, upon and subject to such terms and conditions as the officers hereinafter designated, or any of them, may from time to time agree upon with said Bank.

Section 4. The Authority hereby designates that all checks, drafts and other instruments for the payment of money drawn or accepted by the Authority for payment from said account or at said office be signed on behalf of the Authority by any two (2) of the following officers of the Authority viz: **Scott Robertson** as Chairman, **Beverly Cho** as Vice Chairman, **Teresa Gallavan** as Executive Director, and/or **Christina Arias** as Human Resources Manager/Deputy Secretary; and

Section 5. The Authority Board hereby designates that any checks, drafts or other instruments for the payment of money, endorsed on behalf of the Authority for deposit with or collection by said Bank, may be so endorsed in the name of the Authority by written or stamped endorsement, without designation or signature of the person making such endorsement.

Section 6. The Authority Board hereby directs that the Secretary certify to said Bank that this Resolution has been duly adopted, and is in conformity with the by-laws of the Authority,

and to further certify to said Bank that names and specimen signatures of the present officers of the Authority authorized to sign as aforesaid, and if and when any change be made in the personnel of said officers the fact of such change and the name and specimen signature of each new officer.

Section 7. The Authority Board hereby requests and authorizes the Bank to honor, receive, certify, and pay any such instruments signed or endorsed in accordance with the foregoing Resolution and the certification then in effect as above provided for, including any such instrument drawn or endorsed to the personal order of, or presented for negotiation or encashment by, any officer signing or endorsing the name.

Section 8. The Authority Board hereby finds and declares that this Resolution and each such certification shall remain in full force and effect, and said Bank is authorized and requested to reply and act thereon, until it shall receive at its office to which the certified copy of these resolutions is delivered, either a certified copy of a further resolution of the Selma Enhancement Authority amending or rescinding these resolutions or a further certification as above provided for, as the case may be.

Section 9. Severability. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 10. Effective Date. That the Authority Secretary shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED at a Special Meeting of the Selma Public Financing Authority on this 16th day of February 2021, by the following roll call vote:

AYES:	BOARD MEMBERS:
NOES:	BOARD MEMBERS:
ABSTAIN:	BOARD MEMBERS:
ABSENT:	BOARD MEMBERS:

Scott Robertson, Chairperson

ATTEST:

Reyna Rivera, Authority Secretary

CHECK REGISTER REPORT

CHECK NUMBER	CHECK DATE	STATUS	VENDOR NAME	CHECK DESCRIPTION	CATEGORY	AMOUNT
76662	01/28/202	Printed	ACTION TOWING AND DIVE TEAM	EVIDENCE TOWS -DEC 2020		155.00
76663	01/28/202	Printed	MARK ALVES / ALVES ELECTRIC	INSTALL LED LIGHT FIXTURES-STATION 1		1,690.37
76664	01/28/202	Printed	AMERICAN AMBULANCE	FEBRUARY 2021 PAYMENT		125,000.00
76665	01/28/202	Printed	AT&T	TELEPHONE -JANUARY 2021		22.56
76666	01/28/202	Printed	AT&T	INTERNET SERVICE 1/6-2/5/21		153.03
76667	01/28/202	Printed	AT&T	TELEPHONE 12/12-1/11/21		27.79
76668	01/28/202	Printed	AT&T MOBILITY	TELEPHONE -MDT'S 12/12-1/11/21		1,577.86
76669	01/28/202	Printed	BANNER PEST CONTROL INC	PEST CONTROL -JANUARY 2021		441.00
76670	01/28/202	Printed	BAUER COMPRESSORS INC.	NOMEX JACKETS AND PANTS -FD		4,035.27
76671	01/28/202	Printed	JAY WESLEY BROCK / TOP DOG TRAINING CENTER	K9 MAINTENANCE 1/18/21		270.00
76672	01/28/202	Printed	BURTON'S FIRE INC.	HANDLE -FD		95.87
76673	01/28/202	Printed	CENTRAL SANITARY SUPPLY	JANITORIAL SUPPLIES		263.16
76674	01/28/202	Printed	CISCO SYSTEMS CAPITAL CRP	LEASE -PHONE SYSTEM/BACKUP 1/15-2/14/21		3,444.05
76675	01/28/202	Printed	CITY OF SANGER FIRE DEPARTMENT	CONSULTING FOR IGT -DEC 2020		516.25
76676	01/28/202	Printed	COUNTY OF FRESNO TREASURER	AMBULANCE FEES		161.10
76677	01/28/202	Printed	DATAPATH LLC	NEW SYNOLOGY, RAM & SSD DRIVE AUDIO CLOSET COMPUTER, 10 GBICS FOR CITY OF SELMA		1,934.33
76678	01/28/202	Printed	FIRE RECOVERY EMS LLC	AMBULANCE BILLING -DEC 20		10,965.93
76679	01/28/202	Printed	FIRE SAFETY USA, INC.	SMART DOCK SCBA BRACKET		1,057.95
76680	01/28/202	Printed	FRESNO OXYGEN	OXYGEN RENTALS		244.98
76681	01/28/202	Printed	GCS ENVIRONMENTAL EQUIPMENT	COMPACT CAMERA UNIT#1318		824.16
76682	01/28/202	Printed	GEIL ENTERPRISES INC	JANITORIAL SERVICE -JAN 2021		4,898.71
76683	01/28/202	Printed	HEALTHEDGE ADMINISTRATORS INC.	ADMINISTRATIVE FEES -FEB 21		814.44
76684	01/28/202	Printed	HEALTHWISE SERVICES, LLC.	MEDICAL WASTE SERVICE	R	150.00
76685	01/28/202	Printed	HENRY SCHEIN INC.	MEDICAL SUPPLIES		2,422.95
76686	01/28/202	Printed	J'S COMMUNICATION INC.	RADIO LICENSING -FD		50.00
76687	01/28/202	Printed	KINGSBURG VETERINARY CLINIC	K9 SHOTS FOR ONYX		54.00
76688	01/28/202	Printed	KOEFRAN INDUSTRIES, INC.	EMPTY ANIMAL CONTROL FREEZER		163.86
76689	01/28/202	Printed	METROPOLITAN TRANSPORTATION	STREETSAVER SUBSCRIPTION		1,500.00
76690	01/28/202	Printed	LUPE MORENO	SENIOR TRIP REFUND -PONSIETTA FARMS & MEDIVAL TIMES		80.00
76691	01/28/202	Printed	OFFICE DEPOT, INC.	OFFICE SUPPLIES		191.14
76692	01/28/202	Printed	PG&E	UTILITIES -JANUARY 2021		11.59
76693	01/28/202	Printed	PG&E	UTILITIES -JANUARY 2021		52.99
76694	01/28/202	Printed	PG&E	UTILITIES -JANUARY 2021		128.73
76695	01/28/202	Printed	PG&E	UTILITIES -JANUARY 2021		15,798.94
76696	01/28/202	Printed	POSTMASTER -USPS	DOG LICENSE RENEWAL MAILING		111.44
76697	01/28/202	Printed	PURCHASE POWER	POSTAGE REFILL CHARGES -CH		38.79
76698	01/28/202	Printed	QUINN COMPANY	FORKLIFT RENTAL 11/13-1/31/21		1,659.78
76699	01/28/202	Printed	RESOURCES RECYCLING & RECOVERY	UNSPENT GRANT FUNDS	G	32.29
76700	01/28/202	Printed	CHARLES A RIOJAS	CTVC SUPPLIES REIMBURSEMENT	R	43.57
76701	01/28/202	Printed	SYLVIA ROSAS	REFUND PERMIT #21-0006		39.50
76702	01/28/202	Printed	SAMPSON,SAMPSON, AND PATTERSON	ACCOUNTING SERVICES -DEC 20		14,000.00
76703	01/28/202	Printed	SANTA MARIA CALIFORNIA NEWS	AD- ACCOUNT CLERK II		250.00
76704	01/28/202	Printed	SECOND CHANCE ANIMAL SHELTER	MONTHLY SUPPORT -FEB 2021		7,925.80
76705	01/28/202	Printed	SELMA UNIFIED SCHOOL DISTRICT	FUEL -NOVEMBER 2020		12,579.90
76706	01/28/202	Printed	SITEONE LANDSCAPE SUPPLY, LLC.	IRRIGATION SUPPLIES		225.80
76707	01/28/202	Printed	SPARKLETTS	WATER SERVICE -CVTC		39.99
76708	01/28/202	Printed	TAG-AMS, INC.	EMPLOYEE DRUG TESTING		495.00
76709	01/28/202	Printed	THE CRISCOM COMPANY	SEWER INFRASTRUCTURE -FEB 21		4,500.00
TOTAL						221,139.87

Grant: G PD State Appropriation: PDSA (457)

Reimbursement: R

WIRE/EFT

01/28/21

IRG MASTER HOLDINGS

CENTRAL VALLEY TRAINING CENTER

10,411.01

February 16, 2021 Council Packet

1.d.

PAYROLL TRANSACTIONS

CHECK REGISTER

Date	Check No.	Amount
1/22/2021	116427-116436	\$3,899.56
2/5/2021	116444-116452	\$4,322.89
2/5/2021	116463	\$679.24

Remittance Checks

Date	Check No.	Amount
1/22/2021	116437-116443	\$17,969.58
2/5/2021	116453-116462	\$24,933.90

ACH Payment

Date	Description	Amount
1/22/2021	PR JAN 012221	\$189,017.28
1/22/2021	FIRE DUES 012221	\$716.71
2/5/2021	PR FEB 020521	\$206,725.07
2/5/2021	FIRE DUES 020521	\$716.71

**CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:**

February 16, 2021

ITEM NO: 2.

SUBJECT: Continued – Council request to discuss Council meeting start and end time

RECOMMENDATION: As a Council request, Staff has placed the item on the agenda for discussion and direction.

DISCUSSION:

During the December 7, 2020 Selma City Council meeting, Mayor Robertson requested staff to place the discussion of beginning meetings at 5:30 p.m. if we have 2 presentations on the council agenda.

The matter was discussed during the January 19, 2021 Selma City Council meeting, and it was the consensus of Council to review and revisit at a future meeting to allow staff to research the matter and determine best practices for meeting start and end times.

Options to manage meeting times include:

- Change start time to 5:00 p.m. or 5:30 p.m. by Resolution amendment;
 - If we have 2 presentations, begin meetings at 5:30 p.m. by Resolution amendment;
 - Amend Council Agenda to include only one Oral Communication;
 - Amend Council Agenda to stagger Department reports so that half report every other meeting;
 - Implement rule that at 10 pm Council will vote to determine if to continue with the meeting or whether to move items to the following meeting and adjourn; also,
 - Staff began streamlining the public comment option by requesting residents to raise their hand.
-
-

RECOMMENDATION: As a Council request, Staff has placed the item on the agenda for discussion and direction

/s/

Teresa Gallavan, City Manager

02/10/2021

Date

**CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:**

February 16, 2021

ITEM NO:

3.

SUBJECT: Council request to discuss use of General Funds Freed up by City CARES Act Funding Contingency

RECOMMENDATION: As a Council request, Staff has placed the item on the agenda for discussion and direction.

DISCUSSION:

During the February 1, 2021 Council meeting, Council member Guerra requested to discuss allocation of General Funds freed up by CARES Act Funding in the amount of \$91,715 to fund:

- 1) \$70,000 toward the development process assessment and permit software acquisition and implementation services;
 - 2) \$20,201.62 toward the capital improvement project of installing a music system downtown;
 - 3) Determine allocation of additional relief funding for businesses after receiving report on the second round of Small Business Relief Grant. At the time of this staff report, the acceptance period for the second round of applications is still open until February 12, 2021. Staff will provide a verbal report.
-
-

RECOMMENDATION: As a Council request, Staff has placed the item on the agenda for discussion and direction.

/s/

Teresa Gallavan, City Manager

02/10/2021

Date

**CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:**

February 16, 2021

ITEM NO:

4.

SUBJECT: Consideration of naming the Police Department Community Room after Dr. Stanley Y. Louie

RECOMMENDATION: Consideration of dedicating the Community Room within the Police Department after Dr. Stanley Y. Louie.

DISCUSSION: Staff has received a nomination form recommending consideration be given to naming the Police Department Community Room after Dr. Stanley Y. Louie. Dr. Louie spent many years serving the City of Selma. Dr. Louie served on the Yes on Measure S and Measure P Committees, Selma Aware and assisted in many programs and services throughout the City. Dr. Louie was a long time member of Selma Rotary as described in the nomination form (Attachment A).

Staff has attached the Parks and Facility Naming Policy for Council's review (Attachment B). One criteria listed in the Policy requires an individual to be deceased for a minimum of three years, if approved, City Council would need to waive this criteria. This criteria was waived in 2008 with the naming of the Lincoln Park Bandstand after Russ Noble. As outlined in the policy, staff is directed to make contact with family members seeking approval from immediate family. The immediate family has informed staff that they support this recommendation.

Staff will be available at the meeting to answer questions. Staff is also aware of a couple of residents calling in to support.

RECOMMENDATION: Consideration of dedicating the Community Room within the Police Department after Dr. Stanley Y. Louie.

/s/	02/10/2021
Mikal Kirchner, Director of Recreation	Date

/s/	02/10/2021
Joseph Gomez, Police Chief	Date

/s/	02/10/2021
Teresa Gallavan, City Manager	Date

POLICY

NAMING OF CITY PARKS AND FACILITIES

*Adopted
May 1, 2006*

PURPOSE:

To provide guidelines and procedures for the naming of City Parks, City Facilities, Plaques, Markers, Memorials and Specific Facilities in Parks or on City owned property.

DEFINITIONS:

PARKS are owned and managed by the City, used for public recreation purposes and include developed and undeveloped park areas and designated open space areas.

CITY FACILITIES are City owned facilities used to conduct City business. Buildings may include but are not limited to City Hall, Fire and Police Stations, Arts Center, Senior Center and Youth Center.

SPECIFIC FACILITIES are facilities/amenities that could be located within a park or part of a facility. These include, but are not limited to athletic fields, gymnasiums, meeting rooms, picnic shelters, tennis and basketball courts and playground equipment.

POLICY:

The following criteria shall be used in the naming of City owned Parks, Facilities and Specific Facilities:

- (1) The City Council will evaluate the merit of each suggested park, city facility and specific facility name according to criteria outline in this policy. The Recreation and Community Services Commission shall review and make recommendations to the City Council for areas that relate to Parks, Recreation Facilities and Recreation Specific Facilities. All non-related recreation facilities or specific facilities will go directly to the Administration Staff with a recommendation to City Council.

General:

- (1) The policy of the City is to name parks and facilities, and/or plaques, markers, memorials in a manner that will provide an easy and recognizable reference to the City and be compatible to the area in which they are located.

Geographical Location:

- (1) A park, facility or specific facility may be named for the school on which it is located or street it is adjacent to.
- (2) The geographic location may be based also on the identification of the park or facility with a specific place, neighborhood, regional area of the City or the City itself if the park or facility is deemed to serve the entire community or the surrounding areas.

Individual/Organization Naming (The following criteria shall be used in evaluating the merit of each memorial-naming request):

- (1) The individual must be deceased at least three (3) years.
- (2) The individual was a resident of the City of Selma, which includes the area comprising Selma Unified School District for fifteen (15) years or more.
- (3) The individual must not have been convicted of a felony.
- (4) The individual/organization has made exceptional contributions to the city, including one or more of the following: financial gifts, public service or long term sponsorship agreements. The significance of the contribution from the individual/organization needs to be evaluated in terms of the service impact of the City facility.

The individual/organization that has made contributions of regional or community wide significance may be considered for the naming of parks, facilities or specific facilities that serve the regions or community.

- (5) The person being memorialized died in the line of duty serving the City of Selma or the United States of America or died while performing a heroic act (e.g., saving the life of another person).
- (6) Individual:

City will obtain and/or attempt to make contact for approval from living family members of individuals recommended for having a park, facility or specific facility named in their honor.

(7) Organization:

Active: Signed letterhead with approval from Board of Directors stating their approval for the naming of a park, facility or specific facility.

Non-Active Organization: City Council will have FINAL approval based on recommendations.

Satisfying one or more of the eligibility criteria listed above does not assure a recommendation from the Recreation and Community Services Commission or City Council approval. There will be no re-naming of existing Parks, Facilities or Specific Facilities unless it is found that the criteria outlined in this policy is in question. Only with City Council approval can this be investigated and approved. The primary reason of not allowing re-naming is not to diminish the original justification for the name or discount the value of the prior contributions. Consideration will be given to requests for a subsection of a facility or park in honor or memory of an individual/organization with appropriate recognition and acceptable criteria.

Guidelines Associated with Fundraising Campaigns (The naming of facilities in association with fundraising campaigns may be considered under the following conditions):

- (1) Organizations affiliated with the City that desire to raise funds for a project must receive a recommendation from the Recreation and Community Services Commission when it relates to Recreation Facilities or Parks, receive approval from the City Council prior to the fundraising campaign.
- (2) Organizations conducting fundraising campaigns with naming opportunities attached must immediately notify City staff when a naming proposal is under consideration in order to facilitate an administrative review.
- (3) Naming proposals that promote alcohol, tobacco products or political organizations will not be considered.
- (4) Acceptance of a naming proposal by an organization conducting a fundraising campaign must be considered conditional pending until a review and recommendation by City Staff for non-recreation facilities and from the Recreation and Community Services Commission for recreation related. A FINAL approval by the City Council is required.

Plaques, Markers and Memorials:

Plaques, Markers and Memorials that are requested to be located on City Property, a City Facility or on the any City Premises, must follow the guidelines set below:

- (1) Must be in accordance with City Standards. The location, size and writing on plaques require approval by the designated City Staff.
- (2) Designed to blend with the compliment of the existing Park or Facility.
- (3) Must be made of bronze or any other pre-approved material by the City of Selma.
- (4) A written maintenance agreement for each plaque, marker or memorial must be reviewed and approved by both the Recreation and Community Services and Public Works Directors.

*City Staff no longer recommends metal, bronze, etc. plaques that have a recycling value attached to them. Granite, etc. is recommended due to potential theft.

Naming Procedure:

New Parks or Facilities

- (1) The naming of facilities and parks will begin when the first phase of development begins to increase and identify of the facility or park.
- (2) Groups or individuals may submit nominations for naming a new facility in writing on a form provided. All recommendations will be given the same consideration without regard to the nomination source.
- (3) Staff will review the form for completeness and accuracy and forward all non recreation requests directly to City Council and all recreation facility requests to the Recreation and Community Services Commission. The Selma City Council is responsible for the FINAL approval.
- (4) A Request for Acceptance of Nominees will be publicized for review at the time of any new construction. No nominees will be accepted after the announced deadline.

Existing Facilities

- (1) Requests to rename existing Specific Facilities located within a City Park or Facility (as defined on page one of this policy) shall be made by completing the nomination form provided by the Recreation and Community Services Department. Staff will review the form for completeness and forward to City Hall for non-recreation facilities or to Recreation and Community Services Commission for Parks, Recreation Facilities and Recreation Specific Facilities. The Recreation and Community Services Commission will provide a recommendation to City Council.

- (2) The Recommendation for Parks, Recreation Facilities and Recreation Specific Facilities will be forwarded to City Council. All other Facility Requests will be reviewed by the Administration Staff and a recommendation will be forwarded to the City Council. The decision of the City Council will be FINAL.

Nomination Acceptance:

Any nomination received will be forwarded to either the City Council or the Recreation and Community Services Commission within sixty (60) days after receipt of a completed nomination form for all new facilities. New Facility Nomination forms will only be accepted during the publicized period.

FEB 8 2021

City of Selma

CITY OF SELMA
NOMINATION FORMNaming of Parks, City Facilities or Specified Facilities to Recognize
an Individual or Organization

Please type or print clearly in ink and return to:

- Recreation and Community Services Department (for all Parks or Recreation Related Facilities)
- City Hall (for all other Facilities)

I. Date of Submittal: 2-8-2021II. Individual or Organization Submitting Nomination:Louis Franco

III. Address: _____

Telephone: _____

IV. Signature of Nominee or Organization Representative:

V. Nominee (Check One): Individual ☒ Organization ☐VI. Nominated Name/Organization: Dr. Stanley Y. LouieVII. Number of Years lived/organization in/served Selma: 25+ yearsVIII. Recommended Name of Facility/Plaque/Marker:Dr. Stanley Y. Louie Community RoomIX. Location of recommended name: Community Room in new Police Station
(Please be specific as to the location of the Specific Facility you are nominating)

- X. Explanation of why this individual/organization should be considered. (This information will be used by City Staff and/or Recreation and Community Services Commission to determine the basis for their decision). Use additional paper if necessary.

Please See attached letter

...
Louis Franco
Signature

2-8-2021
Date

Selma City Council,

Long time active community member Dr. Stanley Y. Louie passed Nov. 15th, 2020, leaving behind a long legacy of community involvement and engagement with the community of Selma. I would like to touch on just a few points that made Dr. Louie an extraordinary member of our community:

Dr. Louie established roots in Selma, starting his family with wife, Adriane and joining the Logan Street Medical Group where he soon became the Medical Director and owner. For nearly 22 years he provided healthcare to multi-generational families within our community.

Dr. Louie was a philanthropist of the community, donating his time and talents to the greater good and was always willing to step in and take action when it was needed to help the residents of Selma. He was an active member and past president of the Selma Rotary Club and the Selma Chamber of Commerce. He attended high school football games and provided sideline medical support. He was an avid "booster parent" while his daughters went through the Selma Unified School system; volunteering his time supporting various school clubs including marching band and USMC JROTC. He was a past president of the Selma Healthcare District and regular community contributor to the Selma Enterprise.

A strong supporter of public safety, Dr. Louie was the chairman of the Yes on Measure S committee and the Measure P committee. These measures have raised tens of millions of dollars for the public safety of our community and has made the new construction of our police station a reality.

I respectfully request that The City Council waive the 3 year waiting requirements and dedicate and rename the community room in the new police station the "Dr. Stanley Y. Louie Community Room" in honor of the man who was so passionate about the success of Selma, a caring doctor to many, and dear friend to our community.

Sincerely,


Louis Franco

City Staff Review:

Yes

☒

No

☐

Recreation and Community Services Commission Recommendation:

Date of Meeting: _____

APPROVE

☐

DECLINE

☐

City Council Action Date: _____

APPROVE

☐

DECLINE

☐

**CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:**

February 16, 2021

ITEM NO: 5.

SUBJECT: Update the City Council Code of Conduct

RECOMMENDATION: Council authorize the City Manager to assign to Liebert Cassidy Whitmore (LCW) to assess and update the City Council Code of Conduct.

DISCUSSION: On January 19, 2021, the City Council directed staff to research assessing and updating the City Council's Code of Conduct. The current Code of Conduct was written and adopted by City Council Resolution No. 2016-53 on July 18, 2016. Since then new legislation, such as Assembly Bill 992, affects how members of legislative bodies engage in conversations on social media. Given that a new Council has recently been seated and the fact there is new legislation to address, it is appropriate for the City Council to update its Code of Conduct. LCW has expertise in this arena and could assess and update the Code of Conduct. They anticipate it would take approximately 4 to 6 hours of an associate's work and no more than two hours of a partner's review at a cost not to exceed \$2,200 and take approximately three weeks. There is adequate funding in the FY 2020-21 budget to accommodate this assignment.

<i>COST:</i> (Enter cost of item to be purchased in box below)		<i>BUDGET IMPACT:</i> (Enter amount this non-budgeted item will impact this years' budget in box below – if budgeted, enter NONE).
\$2,200		
<i>FUNDING:</i> (Enter the funding source for this item in box below – if fund exists, enter the balance in the fund).		<i>ON-GOING COST:</i> (Enter the amount that will need to be budgeted each year in box below – if one-time cost, enter NONE).
Funding Source: General Fund Balance: FYE 2018-19 \$4,566,411		

RECOMMENDATION: Council authorize the City Manager to assign to Liebert Cassidy Whitmore (LCW) to assess and update the City Council Code of Conduct.

/s/
Teresa Gallavan, City Manager

02/10/2021
Date

RESOLUTION NO. 2016- 53 R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELMA ADOPTING A
CODE OF CONDUCT POLICY FOR ELECTED AND APPOINTED OFFICIALS OF
THE CITY OF SELMA**

WHEREAS, the City Council of the City of Selma desire to adopt a Code of Conduct Policy governing the manner in which Public Officials, both elected and appointed, should treat one another, City Staff, Residents of the City of Selma, and other who they may come into contact with when representing the City of Selma, in order to insure that the residents and businesses of the City of Selma are served by a fair, ethical, transparent and accountable government; and

WHEREAS, in order to insure that the residents and businesses have confidence in their elected and appointed officials, the City Council of the City of Selma desires to and hereby does adopt the "City of Selma Code of Conduct for Members of City Council, Boards, Commissions and Committees". Attached hereto and incorporated by this reference herein as Attachment "A".

NOW, THEREFORE, be it resolved by the City Council of the City of Selma as follows:

1. The City Council hereby adopts Attachment "A" attached to this Resolution as the City of Selma's Code of Conduct for Members of City Council, Boards, Commissions and Committees. A copy of this Code of Conduct and the Resolution shall be provided to each person who is a Member of the City Council, or of any Commission or Board of the City.

The foregoing Resolution was duly approved this 18th day of July, 2016 by the following vote, to wit:

AYES: 5 COUNCIL MEMBERS: Rodriguez, Montijo, Derr, Avalos, Robertson

NOES: 0 COUNCIL MEMBERS: None

ABSTAIN: 0 COUNCIL MEMBERS: None

ABSENT: 0 COUNCIL MEMBERS: None



Scott Robertson Mayor of the City of Selma

ATTEST:



Reyna Rivera City Clerk of the City of Selma

ATTACHMENT “A”

CITY OF SELMA CODE OF CONDUCT FOR THE CITY COUNCIL AND MEMBERS OF COMMISSIONS AND BOARDS.

1. **Implementation**

This Code of Conduct, as adopted by the City Council of the City of Selma applies to Members of the City Council and to all Member of all Boards and Commissions of the City of Selma, whether elected or appointed. This Code of Conduct is intended to supplement, and not replace or supersede, any other Code of Conduct, Code of Ethics, or rules governing meetings of the City Council or any Board or Commission of the City of Selma contained in any prior Resolution or the Selma City Municipal Code.

It is the intent of this Code of Conduct that all Members (“Members” shall mean any Member of the City Council or any Board or Commission of the City of Selma whether elected or appointed) to insure the integrity and effective and fair operation of the governers of the City of Selma.

Therefore each Member, when representing the City of Selma, shall conduct themselves in accordance with the following Code of Conduct:

A. Conduct of Members. Members must always work for the common good of the residents and inhabitants of the City of Selma and treat all persons, claims and matters coming before the Selma City Council or any Commission or Board of the City equally and in an unbiased manner. Members shall comply with all of the laws of the United States, State of California and the City of Selma in the performance of their public duties. These laws include but are not limited to; The U.S. and California Constitutions, Federal, State, and Local Acts, Statutes, Regulations, and Ordinances and the California Fair Political Practices Commission Rules and Regulations relating to financial disclosures, election campaigns, conflicts of interests, and open processes of Government.

Members shall always conduct themselves in a professional manner and must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, verbal or nonverbal personal attacks upon the character or motives of other Members of the City Council, Commissions or Boards, the Public or Staff, in any setting including before, during, or after the conduct of a Public Meeting. This prohibition applies, as stated, to any setting, which includes,

but is not limited to personal or telephonic communication or contact, email or other electronic communication and the posting of comments or transmission of other communication through social media outlets such as Facebook and Twitter. Members shall support a positive and constructive environment for all Residents, Businesses, other Members, the Council, Boards and Commissions of the City and City Employees.

- B. Role of Members.** Members of the City Council, Boards and Commissions are stewards of the Public interest. Members may appear before their own body or before the City Council or any Board or Commission or proceeding of the City on behalf of their own interests, or on the behalf of private interest of third parties on matters related to an area of service on their bodies; but may only do so if the Member has recused himself or herself from the consideration of the matter on which the Member is appearing on his or her own behalf or on behalf of a third party, if the appearance is made before the body to which the Member has been appointed or elected to serve. In addition, at any time a Member appears before his or her own body or before the City Council or other Board or Commission of the City the Member shall state or affirm that he or she has, if necessary, recused him or herself from consideration of an item in which the Member is interested, and that the appearance is being made by the member in his or her capacity as an interested citizen and not in his or her capacity as a Member of any Council, Board or Commission of the City.

In the City of Selma, the City Council of the City of Selma determines the policies of the City with the advice, information and recommendations provided by the Public, Boards and Commissions and City Staff. The independent advice and recommendations of Boards and Commissions to the City Council is extremely valuable to the City Council's decision making process and in particular for setting City Policy.

Under the City of Selma's City Council-City Manager form of Government, it is not the role of and Members are prohibited from giving orders, directions or instructions to City Employees. All instructions, directions or orders to City Employees shall be through the City Manager. However, Member may make inquiries of City Employees related to the scope of their duties provided that such inquiries will not require significant time or resources of City Employees, without the approval of the City Manager. In addition, Members may, and should, report to City Staff that is available, or the department head that is in charge of a particular function an emergency or other urgent situation requiring the attention of that staff person or

department which affects the health, safety or welfare of the public or any citizen or citizens of the City when communication through the City Manager is not practicable. Members may also convey facts they reasonably believe should be made known to a particular member of the City staff or department in circumstances where conveying such facts or information through the City Manager is not reasonably feasible. In all circumstances, Members shall recognize their role in dealing with City Employees to work for the public interest and shall endeavor to avoid creating the perception of and inappropriate direction to City Staff.

- C. Conduct of Public Meetings.** Members shall perform their duties in accordance with the procedures and Rules of Order established by the City Council and/or Boards and Commissions governing the deliberation of issues before them. Member shall prepare themselves for Public Meetings, listen courteously and attentively to the Public, Staff, and each other and shall refrain from interrupting other speakers, making personal comments not germane to the business of the body or otherwise interfering with the orderly conduct of Public Meetings. Members should disclose all substantive information that is relevant to the matter that is under consideration by their body which they may have received from sources outside of the public decision making process. Members shall respect the confidentiality of information made confidential or privileged by law and shall not disclose such confidential or privileged information without proper legal authorization nor shall any Member use such confidential or privileged information for their personal, financial or private interests. Members shall always act in the best interests of the public.

All deliberations of any issue before the City Council, Boards or Commissions, shall be in public, unless those issues are authorized to be heard in Closed Session pursuant to the Brown Act.

- D. Conflict of Interest.** Maintaining the independence and impartiality of the City Council, Boards and Commissions is imperative to maintain the Public trust. Members shall not use their official positions to influence City decisions in which they have a material financial interest or personal relationship which may give the appearance of a conflict of interest. Members shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence or judgement or give the appearance of their independence or judgement being compromised. Member shall not use public resources unavailable to the public in general, such as City Staff time, equipment, supplies or facilities, for private gain or personal purposes. Members shall disclose investments, interest in real property,

sources of income, and gifts, and shall abstain from participating in deliberations and decision-making where a conflict exists, pursuant to applicable law.

E. Implementation and Enforcement. The City of Selma Code of Conduct for Members of the City Council, Boards, and Commission Members is intended to be self-enforcing. Members are expected to represent the City in a manner consistent with the Code of Conduct. The City Council will review, from time to time, this Code of Conduct and make changes or revisions as deemed necessary to insure the fairness and impartiality of proceedings before the City Council, Boards and Commissions and insure the public's trust in the governers of the City.

Members in office at the time of the adoption of this Code of Conduct and all newly elected or appointed Members shall sign a statement affirming they have read and understand this City of Selma Code of Conduct for Members of the City Council, Boards and Commissions.

2. Compliance and Enforcement.

The Mayor and the Chairs of the Boards and Commissions of the City shall have the additional responsibility to insure compliance with this Code of Conduct during the conduct of Public Meetings. Any Member who becomes aware of any breach of this Code of Conduct by any other Member shall report that violation to the Mayor or City Manager for further investigation or action.

The City Council may impose sanctions on Members who are not elected City Council persons whose conduct does not comply with the City's Code of Conduct which include, but are not limited to, reprimand, formal censure, loss of chair or other designation on the City Council, Board or Committee, or removal from Board or Committee assignment/appointment.

A violation of this Code of Conduct or any enforcement action taken thereunder shall not be considered as a basis for challenging the validity of any action taken or decision made by the City Council, or Board or Commissions of the City of Selma.

CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:

February 16, 2021

ITEM NO:

6.

SUBJECT: Consideration to move from a 12-hour to a 24-hour schedule for Emergency Medical Services (EMS) response and authorize the City Manager to execute all necessary documents

RECOMMENDATION: Staff recommends Council approve a 24-hour EMS response schedule by approving necessary documents and authorizing the City Manager to execute the documents including:

1. Approval of a contract amendment with American Ambulance adjusting the level of service and associated costs.
 2. Approval of Resolution adopting Side Letter Agreement to the MOU with the International Association of Firefighters Local 3716.
 3. Approval of a Resolution adopting a Master Salary Schedule.
 4. Approval of two additional full-time positions.
-

BACKGROUND: At the November 4, 2019 Council meeting, City Staff presented evidence indicating the need to add additional resources to the EMS response capabilities at that time. It was determined that an additional 12-hour ambulance would be added to the two 24-hour ambulances that were being contracted with American Ambulance. At the same Council meeting, staff presented two options for Council to consider in order to accomplish this goal.

Option 1 was to add the 12-hour ambulance to the existing contract with American Ambulance and continue with that partnership. Option 2 was to begin the re-establishment of the EMS Division within the Selma Fire Department and staff the 12-hour ambulance with our own non-safety personnel, while still contracting with American Ambulance for the two 24-hour ambulances. This option included the overall objective of assuming all EMS transport services within a three-year period. Council approved option 2.

DISCUSSION: Since April 1, 2020, the EMS Division within the Selma Fire Department has operated the 12-hour ambulance with the objective of progressively incorporating all EMS transport services. As part of that progression, City Staff is ready to move forward with switching from a 12-hour to a 24-hour ambulance. Doing so would mean that the Selma Fire Department would now operate one 24-hour ambulance, while American Ambulance will be contracted to operate one 24-hour and one 12-hour ambulance. To accomplish this objective, Council will need to approve and/or authorize the City Manager to execute the following documents:

Document #1: Approval of an amendment to the existing contract with American Ambulance, which will indicate the new level of service and the associated cost. Council can see that in the amended agreement, the monthly compensation to American will decrease from \$125,000 to \$93,750. This cost represents a reduction of \$375,000 annually, which accounts for the cost of dropping one of their ambulances to 12 hours.

Document #2: Approval of a resolution adopting a side letter agreement to the Memorandum of Understanding (MOU) with the International Association of Firefighters Local 3716. The side letter will authorize the additional schedule of 24 hours for the non-safety personnel. This schedule change will come with a change in sick leave and vacation accrual, which is higher than the current 12-hour schedule. The side letter agreement will also have the new pay scale for those personnel who will be assigned to the 24-hour schedule.

Document #3: Approval of a resolution authorizing a new master salary schedule adding the non-safety rates for the 24-hour schedule.

Document #4: Approval of one additional full-time Paramedic and one additional full-time EMT.

AMBULANCE

<u>ADOPTED</u> FY 2020/21				<u>REQUESTED</u> FY 2020/21		
Full Time	General Fund	Other Funds	Total	General Fund	Other Fund	Total
Division Chief	0	1	1	0	1	1
Paramedic	0	2	2	0	3	3
EMT	0	2	2	0	3	3

Due to savings accrued throughout this fiscal year by the utilization of part-time personnel, along with the projected savings from the proposed amended contract with American Ambulance, Council will not need to approve an amended budget. City Staff is projecting the 24-hour schedule labor costs for the remaining fiscal year to be an estimated \$160,828. Staff will be able to utilize funds in the current ambulance budget.

Furthermore, City Staff is projecting the annual costs for managing a 24-hour ambulance schedule to be an estimated \$593,827. These costs are broken down to \$492,111 in labor and \$101,716 in maintenance and operational costs, such as medical supplies, fuel, etc. As a comparison, the City is currently paying American Ambulance \$750,000 annually for one 24-hour ambulance.

<u>COST:</u> <i>(Enter cost of item to be purchased)</i>	<u>BUDGET IMPACT:</u> <i>(Enter amount this non-budgeted item will impact this years' budget – if budgeted, enter NONE).</i>
\$160,828 in Labor Costs	None
<u>FUNDING:</u> <i>(Enter the funding source for this item – if fund exists, enter the balance in the fund).</i>	<u>ON-GOING COST:</u> <i>(Enter the amount that will need to be budgeted each year – if one-time cost, enter NONE).</i>
Funding Source: Ambulance Fund Fund Balance: \$2,848,217	Est. \$593, 827 for a full fiscal year \$492,111 – Labor Costs \$101,716 – Other Operational Costs

RECOMMENDATION: Staff recommends Council approve a 24-hour EMS response schedule by approving necessary documents and authorizing the City Manager to execute the documents including:

1. Approval of a contract amendment with American Ambulance adjusting the level of service and associated costs.
 2. Approval of Resolution adopting Side Letter Agreement to the MOU with the International Association of Firefighters Local 3716.
 3. Approval of a Resolution adopting a Master Salary Schedule.
 4. Approval of two additional full-time positions.
-

<u>/s/</u> Rob Petersen, Fire Chief	<u>02/10/2021</u> Date
<u>/s/</u> Teresa Gallavan, City Manager	<u>02/10/2021</u> Date

First Amendment to the Ambulance Services Agreement

This First Amendment to the Ambulance Services Agreement, originally signed January 22, 2018, is entered into this ____ day of _____, 2021, by and between K.W.P.H. ENTERPRISES, a California Corporation, doing business as AMERICAN AMBULANCE ("American") and City of Selma ("Selma").

The parties agree that the original Ambulance Services Agreement be amended as follows:

- 1) Paragraph c of Section 5, "Operation of Services by American" shall be replaced with:

"a. AMERICAN shall staff two (2) Contracted Paramedic Units which shall be available on call three hundred sixty-five days (of three hundred sixty-six days in leap years) each day, to provide Services described in this Agreement to the Service Area. Both Contracted Paramedic Units shall operate twenty-four hours each day, except that on March 1st, 2021, one unit will operate twenty-four hours each day and the other shall operate twelve hours each day, beginning at XXam each day."

- 2) Paragraph a of Section 10, "Selma Compensation For Services" shall be replaced with:

"a. As compensation for providing two Contracted Paramedic Units in SELMA in accordance with this Agreement, SELMA agrees to pay AMERICAN a monthly sum in accordance with the following schedule:

-	May 2018 - April 2019:	\$114,600.00 per month
-	May 2019 - April 2020:	\$120,000.00 per month
-	May 2020 - February 2021:	\$125,000.00 per month
-	March 2021 – April 2023:	\$93,750 per month

SELMA may request additional ambulance services on an hourly basis beyond the two Contracted Paramedic Units. The hourly rate for additional Paramedic Units is \$120 per hour, calculated in 15-minute increments at \$30 per 15-minute increment."

In Witness Whereof, the parties hereto by their fully authorized representatives executed this agreement:

Date: _____

City of Selma

By: _____

Name: _____

Its: _____

Date: _____

K.W.P.H. Enterprises dba "American Ambulance"

By: _____

Name: Erik S. Peterson

Its: Chief Administrative Officer

RESOLUTION NO. 2021 –__ R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELMA, CALIFORNIA,
APPROVING SIDE LETTER TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF SELMA AND INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS LOCAL 3716
FOR THE PERIOD OF JULY 1, 2018 THROUGH JUNE 30, 2021**

WHEREAS, on or about April 2, 2018, the City Council adopted Resolution No. 2018-27R, approving a Memorandum of Understanding with International Association of Firefighters Local 3716 (“MOU”) for the period July 1, 2018, through June 30, 2021; and

WHEREAS, the MOU provides for the terms and conditions of employment for the Association Employees; and

WHEREAS, on or about March 2, 2020, the City Council adopted Resolution No. 2020-8R, approving Amendment No. 1 to the MOU to include the additional position classifications to accommodate the Emergency Medical Services (“EMS”) Division and staff a 12-hour ambulance for the purpose of serving the citizens of Selma and surrounding area with EMS services; and

WHEREAS, the City desires to increase the Emergency Medical Services (“EMS”) Division and staff a 24-hour ambulance for the purpose of serving the citizens of Selma and surrounding area with EMS services; and

WHEREAS, it is necessary to hire additional employees to perform the EMS services; and

WHEREAS, the City desires to amend the MOU to include additional position classifications to accommodate the employees, and to amend the salary schedule to reflect the salary ranges for the new positions; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by reference.

Section 2. The City Council hereby approves Side Letter to the MOU with International Association of Firefighters Local 3716 which is attached hereto as Exhibit A and incorporated herein by reference.

Section 3. Severability. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 4. Effective Date. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

(RECORD OF VOTE AND SIGNATURES ON FOLLOWING PAGE)

PASSED, APPROVED AND ADOPTED at a Regular Meeting of the City Council of the City of Selma on this 16th day of February 2021 by the following roll call vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

Scott Robertson, Mayor

ATTEST:

Reyna Rivera, City Clerk

**SIDE LETTER AGREEMENT BETWEEN CITY OF SELMA (CITY) AND THE INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS LOCAL #3716 (ASSOCIATION)**

February 2, 2021

The City and Association hereby agree to amend Exhibit C, Exhibit F, and Exhibit G applicable to Non-Safety EMT and Non-Safety Paramedic identified in the MOU between City and Association dated July 1, 2018 through June 30, 2021 as amended on March 2, 2021, as follows:

- The regular work shift shall include a work shift of twelve-hours on duty and/or a twenty-four hour work shift. The City shall compensate Non-Safety EMTs and Non-Safety Paramedics for any FLSA overtime that exceeds 40 hours in a work week.
- Non-Safety EMTs and Non-Safety Paramedics scheduled to work a twenty-four hour work shift shall accrue sick leave credits at a rate of 24 hours per month as outlined in Article 23 – SICK LEAVE of the MOU.
- Non-Safety EMTs and Non-Safety Paramedics scheduled to work a twenty-four hour work shift shall accrue vacation as outlined in Article 25 – VACATION of the MOU.
- The Selma Fire Department pay scale for Non-Safety EMTs and Non-Safety Paramedics is amended to incorporate the twenty-four hour work shift.

Except as expressly modified in this Side Letter Agreement, the terms and conditions of the MOU and the rights, duties, and obligations of the parties thereunder are unchanged and remain in full force and effect.

Date: _____

Date: 2/10/2021

City of Selma:

International Association of Firefighters Local #3716



RESOLUTION NO. 2021 – __R

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SELMA, CALIFORNIA
ADOPTING A MASTER SALARY SCHEDULE FOR ALL CITY EMPLOYEES**

WHEREAS, Section 36506 of the California Government Code requires that the City Council shall, by Resolution or Ordinance, fix the compensation for all appointive officers and employees; and

WHEREAS, pursuant to Section 570.5 of Title 2 of the California Code of Regulation, pay rates shall be duly approved and adopted by the City Council in accordance with requirements of public meetings laws and be publicly available in a salary schedule which identifies the position title, the pay rate for each position, which may be stated as a single amount or as multiple amounts within a range, and that indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually; and

WHEREAS, the California Public Employees' Retirement System (CalPERS), requested all CalPERS employers list their compensation levels in one document, approved and adopted by the governing body, in accordance with Title 2, California Code of Regulations section 570.5, and meeting all of the requirements thereof; and

WHEREAS, the previously approved master salary schedule has been amended to include the new 24-hour salary rate for non-safety Paramedics and EMTs; and

WHEREAS, the City desires to adopt the amended master salary scheduled attached as Exhibit "A" to this resolution in conformance with Section 36506 of the California Government Code and Title 2, CCR section 570.5.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by reference.

Section 2. The City Council hereby adopts a single consolidated Master Salary Schedule that meets all of the requirements of Title 2 CCR section 570.5, attached hereto as Exhibit A, and incorporated herein by reference.

Section 3. All prior resolutions concerning compensation for City employees that are in conflict with this resolution or the attached master salary schedule are hereby repealed.

Section 4. Severability. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

Section 5. Effective Date. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED at a Regular Meeting of the City Council of the City of Selma on this 16th day of February 2021 by the following roll call vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:

Scott Robertson, Mayor

ATTEST:

Reyna Rivera, City Clerk

**CITY OF SELMA
MASTER SALARY SCHEDULE
EFFECTIVE MARCH 1, 2021**

DEPARTMENT HEADS-FLSA EXEMPT

Position	Frequency	Current Salary	
City Manager	Monthly	15,015.00	Effective 10/22/2020
	Biweekly	6,930.00	
	Hourly	86.63	
Assistant City Manager	Monthly	8,730.00	Effective 07/01/2020 *
	Biweekly	4,029.23	
	Hourly	50.37	
Community Development Director	Monthly	8,706.00	
	Biweekly	4,018.15	
	Hourly	50.23	
Community Services Director	Monthly	7,627.00	Effective 07/01/2020 *
	Biweekly	3,520.15	
	Hourly	44.00	
Finance Director	Monthly	6,943.00	
	Biweekly	3,204.46	
	Hourly	40.06	
Fire Chief	Monthly	9,740.00	Effective 12/08/2020 *
	Biweekly	4,495.38	
	Hourly	56.19	
Police Chief	Monthly	9,144.00	Effective 03/02/2021 *
	Biweekly	4,220.31	
	Hourly	52.75	
Public Works Director	Monthly	6,985.00	Effective 09/03/2020 *
	Biweekly	3,223.85	
	Hourly	40.30	

* Merit Increase Contingent Upon Satisfactory Review

FIREFIGHTERS LOCAL 3716

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Fire Engineer	Monthly	4,433.00	4,655.00	4,888.00	5,132.00	5,389.00
	Biweekly	2,046.00	2,148.46	2,256.00	2,368.62	2,487.23
	Hourly*	18.27	19.18	20.14	21.15	22.21
Firefighter	Monthly	4,019.00	4,220.00	4,431.00	4,653.00	4,886.00
	Biweekly	1,854.92	1,947.69	2,045.08	2,147.54	2,255.08
	Hourly*	16.56	17.39	18.26	19.17	20.13

(* 56 hours per week)

FIREFIGHTERS LOCAL 3716 - Continued

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Non-Safety Paramedic (24-HR)	Monthly	2,669.00	2,802.00	2,942.00	3,089.00	3,243.00
	Biweekly	1,231.85	1,293.23	1,357.85	1,425.69	1,496.77
	Hourly	15.40	16.17	16.97	17.82	18.71
Non-Safety EMT (24-HR)	Monthly	2,426.00	2,547.00	2,674.00	2,808.00	2,948.00
	Biweekly	1,119.69	1,175.54	1,234.15	1,296.00	1,360.62
	Hourly	14.00	14.69	15.43	16.20	17.01
Non-Safety Paramedic (12-HR)	Monthly	3,187.00	3,346.00	3,513.00	3,689.00	3,873.00
	Biweekly	1,470.92	1,544.31	1,621.38	1,702.62	1,787.54
	Hourly	18.39	19.30	20.27	21.28	22.34
Non-Safety EMT (12-HR)	Monthly	2,437.00	2,559.00	2,687.00	2,821.00	2,962.00
	Biweekly	1,124.77	1,181.08	1,240.15	1,302.00	1,367.08
	Hourly	14.06	14.76	15.50	16.28	17.09

FIRE MID-MANAGEMENT

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Fire Captain	Monthly	5,632.00	5,914.00	6,210.00	6,521.00	6,847.00
	Biweekly	2,599.38	2,729.54	2,866.15	3,009.69	3,160.15
	Hourly *	23.21	24.37	25.59	26.87	28.22
(* 56 hours per week)						
Fire Division Chief (FLSA Exempt)	Monthly	7,170.00	7,529.00	7,905.00	8,300.00	8,715.00
	Biweekly	3,309.23	3,474.92	3,648.46	3,830.77	4,022.31
	Hourly	41.37	43.44	45.61	47.88	50.28
Fire Marshal	Monthly	5,632.00	5,914.00	6,210.00	6,521.00	6,847.00
	Biweekly	2,599.38	2,729.54	2,866.15	3,009.69	3,160.15
	Hourly	32.49	34.12	35.83	37.62	39.50

MISCELLANEOUS MID-MANAGEMENT

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Accountant	Monthly	4,818.00	5,059.00	5,312.00	5,578.00	5,857.00
	Biweekly	2,223.69	2,334.92	2,451.69	2,574.46	2,703.23
	Hourly	27.80	29.19	30.65	32.18	33.79
Administrative Analyst	Monthly	5,028.00	5,279.00	5,543.00	5,820.00	6,111.00
	Biweekly	2,320.62	2,436.46	2,558.31	2,686.15	2,820.46
	Hourly	29.01	30.46	31.98	33.58	35.26
City Clerk/Public Information Ofc	Monthly	5,731.00	6,018.00	6,319.00	6,635.00	6,967.00
	Biweekly	2,645.08	2,777.54	2,916.46	3,062.31	3,215.54
	Hourly	33.06	34.72	36.46	38.28	40.19

Finance Department Manager	Monthly	5,059.00	5,312.00	5,578.00	5,857.00	6,150.00
	Biweekly	2,334.92	2,451.69	2,574.46	2,703.23	2,838.46
	Hourly	29.19	30.65	32.18	33.79	35.48
Fleet Maintenance Supervisor	Monthly	5,535.00	5,812.00	6,103.00	6,408.00	6,728.00
	Biweekly	2,554.62	2,682.46	2,816.77	2,957.54	3,105.23
	Hourly	31.93	33.53	35.21	36.97	38.82

MISCELLANEOUS MID-MANAGEMENT Continued

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Human Resources Manager	Monthly	5,916.00	6,212.00	6,523.00	6,849.00	7,191.00
	Biweekly	2,730.46	2,867.08	3,010.62	3,161.08	3,318.92
	Hourly	34.13	35.84	37.63	39.51	41.49
Info System Coord/GIS Supervisor	Monthly	4,551.00	4,779.00	5,018.00	5,269.00	5,532.00
	Biweekly	2,100.46	2,205.69	2,316.00	2,431.85	2,553.23
	Hourly	26.26	27.57	28.95	30.40	31.92
Planning & Development Manager	Monthly	6,986.00	7,335.00	7,702.00	8,087.00	8,491.00
	Biweekly	3,224.31	3,385.38	3,554.77	3,732.46	3,918.92
	Hourly	40.30	42.32	44.43	46.66	48.99
Police Records Supervisor	Monthly	4,255.00	4,468.00	4,691.00	4,926.00	5,172.00
	Biweekly	1,963.85	2,062.15	2,165.08	2,273.54	2,387.08
	Hourly	24.55	25.78	27.06	28.42	29.84
Principal Planner	Monthly	6,653.00	6,986.00	7,335.00	7,702.00	8,087.00
	Biweekly	3,070.62	3,224.31	3,385.38	3,554.77	3,732.46
	Hourly	38.38	40.30	42.32	44.43	46.66
Public Works Supervisor	Monthly	5,215.00	5,476.00	5,750.00	6,038.00	6,340.00
	Biweekly	2,406.92	2,527.38	2,653.85	2,786.77	2,926.15
	Hourly	30.09	31.59	33.17	34.83	36.58
Recreation Supervisor	Monthly	4,141.00	4,348.00	4,565.00	4,793.00	5,033.00
	Biweekly	1,911.23	2,006.77	2,106.92	2,212.15	2,322.92
	Hourly	23.89	25.08	26.34	27.65	29.04
Transit Maintenance Manager	Monthly	5,484.00	5,758.00	6,046.00	6,348.00	6,665.00
	Biweekly	2,531.08	2,657.54	2,790.46	2,929.85	3,076.15
	Hourly	31.64	33.22	34.88	36.62	38.45

POLICE MID-MANAGEMENT

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Police Lieutenant	Monthly	6,453.00	6,776.00	7,115.00	7,471.00	7,845.00
	Biweekly	2,978.31	3,127.38	3,283.85	3,448.15	3,620.77
	Hourly	37.23	39.09	41.05	43.10	45.26

Police Sergeant	Monthly	5,183.00	5,442.00	5,714.00	6,000.00	6,300.00
	Biweekly	2,392.15	2,511.69	2,637.23	2,769.23	2,907.69
	Hourly	29.90	31.40	32.97	34.62	36.35

POLICE OFFICERS ASSOCIATION

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Community Services Officer	Monthly	2,898.00	3,043.00	3,195.00	3,355.00	3,523.00
	Biweekly	1,337.54	1,404.46	1,474.62	1,548.46	1,626.00
	Hourly	16.72	17.56	18.43	19.36	20.33
Police Officer	Monthly	4,109.00	4,314.00	4,530.00	4,757.00	4,995.00
	Biweekly	1,896.46	1,991.08	2,090.77	2,195.54	2,305.38
	Hourly	23.71	24.89	26.13	27.44	28.82
Property/Evidence Technician	Monthly	3,195.00	3,355.00	3,523.00	3,699.00	3,884.00
	Biweekly	1,474.62	1,548.46	1,626.00	1,707.23	1,792.62
	Hourly	18.43	19.36	20.33	21.34	22.41
Safety Dispatcher I	Monthly	3,112.00	3,268.00	3,431.00	3,603.00	3,783.00
	Biweekly	1,436.31	1,508.31	1,583.54	1,662.92	1,746.00
	Hourly	17.95	18.85	19.79	20.79	21.83
Safety Dispatcher II	Monthly	3,430.00	3,602.00	3,782.00	3,971.00	4,170.00
	Biweekly	1,583.08	1,662.46	1,745.54	1,832.77	1,924.62
	Hourly	19.79	20.78	21.82	22.91	24.06

PUBLIC WORKS & TRANSIT MAINTENANCE EMPLOYEES

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Custodian	Monthly	2,857.00	3,000.00	3,150.00	3,308.00	3,473.00
	Biweekly	1,318.62	1,384.62	1,453.85	1,526.77	1,602.92
	Hourly	16.48	17.31	18.17	19.08	20.04
Equipment Mechanic III	Monthly	4,038.00	4,240.00	4,452.00	4,675.00	4,909.00
	Biweekly	1,863.69	1,956.92	2,054.77	2,157.69	2,265.69
	Hourly	23.30	24.46	25.68	26.97	28.32
Maintenance Worker I	Monthly	2,926.00	3,072.00	3,226.00	3,387.00	3,556.00
	Biweekly	1,350.46	1,417.85	1,488.92	1,563.23	1,641.23
	Hourly	16.88	17.72	18.61	19.54	20.52
Maintenance Worker II	Monthly	3,258.00	3,421.00	3,592.00	3,772.00	3,961.00
	Biweekly	1,503.69	1,578.92	1,657.85	1,740.92	1,828.15
	Hourly	18.80	19.74	20.72	21.76	22.85

Maintenance Worker III	Monthly	3,721.00	3,907.00	4,102.00	4,307.00	4,522.00
	Biweekly	1,717.38	1,803.23	1,893.23	1,987.85	2,087.08
	Hourly	21.47	22.54	23.67	24.85	26.09
Transit Fleet Service Coordinator	Monthly	5,028.00	5,279.00	5,543.00	5,820.00	6,111.00
	Biweekly	2,320.62	2,436.46	2,558.31	2,686.15	2,820.46
	Hourly	29.01	30.46	31.98	33.58	35.26

PUBLIC WORKS & TRANSIT MAINTENANCE EMPLOYEES - Continued

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Transit Mechanic I	Monthly	3,662.00	3,845.00	4,037.00	4,239.00	4,451.00
	Biweekly	1,690.15	1,774.62	1,863.23	1,956.46	2,054.31
	Hourly	21.13	22.18	23.29	24.46	25.68
Transit Mechanic II	Monthly	3,846.00	4,038.00	4,240.00	4,452.00	4,675.00
	Biweekly	1,775.08	1,863.69	1,956.92	2,054.77	2,157.69
	Hourly	22.19	23.30	24.46	25.68	26.97
Transit Mechanic III	Monthly	4,038.00	4,240.00	4,452.00	4,675.00	4,909.00
	Biweekly	1,863.69	1,956.92	2,054.77	2,157.69	2,265.69
	Hourly	23.30	24.46	25.68	26.97	28.32
Transit Shuttle Driver	Monthly	2,559.00	2,687.00	2,821.00	2,962.00	3,110.00
	Biweekly	1,181.08	1,240.15	1,302.00	1,367.08	1,435.38
	Hourly	14.76	15.50	16.28	17.09	17.94

SECRETARIAL, TECHNICAL & CLERICAL

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Account Clerk II	Monthly	3,258.00	3,421.00	3,592.00	3,772.00	3,961.00
	Biweekly	1,503.69	1,578.92	1,657.85	1,740.92	1,828.15
	Hourly	18.80	19.74	20.72	21.76	22.85
Administrative Assistant	Monthly	3,491.00	3,666.00	3,849.00	4,041.00	4,243.00
	Biweekly	1,611.23	1,692.00	1,776.46	1,865.08	1,958.31
	Hourly	20.14	21.15	22.21	23.31	24.48
Arts Center Coordinator	Monthly	3,119.00	3,275.00	3,439.00	3,611.00	3,792.00
	Biweekly	1,439.54	1,511.54	1,587.23	1,666.62	1,750.15
	Hourly	17.99	18.89	19.84	20.83	21.88
Assistant Planner/ Rehab Housing Specialist	Monthly	4,403.00	4,623.00	4,854.00	5,097.00	5,352.00
	Biweekly	2,032.15	2,133.69	2,240.31	2,352.46	2,470.15
	Hourly	25.40	26.67	28.00	29.41	30.88
Associate Planner	Monthly	4,770.00	5,009.00	5,259.00	5,522.00	5,798.00
	Biweekly	2,201.54	2,311.85	2,427.23	2,548.62	2,676.00
	Hourly	27.52	28.90	30.34	31.86	33.45

Building Inspector	Monthly	4,160.00	4,368.00	4,586.00	4,815.00	5,056.00
	Biweekly	1,920.00	2,016.00	2,116.62	2,222.31	2,333.54
	Hourly	24.00	25.20	26.46	27.78	29.17
Building-Planning Technician	Monthly	3,858.00	4,051.00	4,254.00	4,467.00	4,690.00
	Biweekly	1,780.62	1,869.69	1,963.38	2,061.69	2,164.62
	Hourly	22.26	23.37	24.54	25.77	27.06

SECRETARIAL, TECHNICAL & CLERICAL - Continued

Position	Frequency	Salary Schedule				
		A	B	C	D	E
Clerical Assistant II	Monthly	3,017.00	3,168.00	3,326.00	3,492.00	3,667.00
	Biweekly	1,392.46	1,462.15	1,535.08	1,611.69	1,692.46
	Hourly	17.41	18.28	19.19	20.15	21.16
Code Enforcement Officer	Monthly	3,645.00	3,827.00	4,018.00	4,219.00	4,430.00
	Biweekly	1,682.31	1,766.31	1,854.46	1,947.23	2,044.62
	Hourly	21.03	22.08	23.18	24.34	25.56
Fire Inspector/Code Enforcement	Monthly	3,930.00	4,127.00	4,333.00	4,550.00	4,778.00
	Biweekly	1,813.85	1,904.77	1,999.85	2,100.00	2,205.23
	Hourly	22.67	23.81	25.00	26.25	27.57
Information System Technician	Monthly	4,286.00	4,500.00	4,725.00	4,961.00	5,209.00
	Biweekly	1,978.15	2,076.92	2,180.77	2,289.69	2,404.15
	Hourly	24.73	25.96	27.26	28.62	30.05
Police Clerk I	Monthly	2,917.00	3,063.00	3,216.00	3,377.00	3,546.00
	Biweekly	1,346.31	1,413.69	1,484.31	1,558.62	1,636.62
	Hourly	16.83	17.67	18.55	19.48	20.46
Police Clerk II	Monthly	3,063.00	3,216.00	3,377.00	3,546.00	3,723.00
	Biweekly	1,413.69	1,484.31	1,558.62	1,636.62	1,718.31
	Hourly	17.67	18.55	19.48	20.46	21.48
Recreation Coordinator	Monthly	3,119.00	3,275.00	3,439.00	3,611.00	3,792.00
	Biweekly	1,439.54	1,511.54	1,587.23	1,666.62	1,750.15
	Hourly	17.99	18.89	19.84	20.83	21.88

PART-TIME, SEASONAL AND TEMPORARY UNREPRESENTED EMPLOYEES

Position	Frequency	Rate As of	Rate As of
		1/1/2020	1/1/2021
Art Instructor	Hourly	13.00	14.00
Assistant Planner	Hourly	22.00	22.00
Ballfield Maintenance	Hourly	13.00	14.00
Clerical Assistant II	Hourly	17.41	Effective 06/15/2020

EMT - Per Diem	Hourly	15.00	15.00
Fire Department Secretary	Hourly	15.30	15.30
Maintenance Worker I	Hourly	14.00	14.00
Office Assistant	Hourly	13.00	14.00

PART-TIME, SEASONAL AND TEMPORARY UNREPRESENTED EMPLOYEES - Continued

Position	Frequency	Rate As of 1/1/2020	
Paramedic - Per Diem	Hourly	19.00	19.00
Recreation/Arts Coordinator	Hourly	13.00	14.00
Safety Dispatcher	Hourly	20.00	20.00
Senior Center Activity Coordinator	Hourly	13.00	14.00
Senior Center Nutrition Coordinator	Hourly	13.00	14.00
Visual Arts Instructor	Hourly	13.00	14.00
Vocal Instructor	Hourly	13.00	14.00
Youth Services Coordinator	Hourly	13.00	14.00

**CITY MANAGER'S/STAFF'S REPORT
CITY COUNCIL MEETING:**

February 16, 2021

ITEM NO: 7.

SUBJECT: **Public Hearing** - Consideration on declaring an Abandoned Sign at 1505 2nd Street, Selma, California, an Illegal On-Premises Advertising Display and a Public Nuisance and Ordering the Property Owner to Abate the Nuisance – Continue to March 1, 2021

RECOMMENDATION City Staff is requesting that this public hearing be continued to March 1, 2021.

DISCUSSION: City Staff is requesting Council continue the public hearing to March 1, 2021.

RECOMMENDATION City Staff is requesting that this public hearing be continued to March 1, 2021.

/s/

02/11/2021

Teresa Gallavan, City Manager

Date