

City Council Meeting Minutes



May 14, 2024

6:00 p.m.

City of Turlock Yosemite Room

156 S. Broadway, Turlock, California

1. CALL TO ORDER

Mayor Bublak called the meeting to order at 6:01 p.m.

2. SALUTE TO THE FLAG

3. ROLL CALL AND DECLARATION OF CONFLICTS

Present: Councilmembers Cassandra Abram, Vice Mayor Pam Franco, and Mayor Amy Bublak.

Absent: Councilmembers Kevin Bixel, and Rebecka Monez

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
None	Absent	None	Absent	None

4. APPROVAL OF AGENDA AS POSTED OR AMENDED

Motion: Approval of Agenda as posted, motioned by Vice Mayor Franco, seconded by Councilmember Abram and carried 3/0 by the following vote:

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
Yes	Absent	Yes	Absent	Yes

5. PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, ANNOUNCEMENTS, PRESENTATIONS, AND BRIEFINGS

A. Proclamation: National Public Works Week, May 19 – 25, 2024 (Schulze)

Deputy Public Works Director Packwood presented the proclamation.

B. Briefing: Sidewalk Repair Program Update (Loehr/Schulze)

Risk Management Director Loehr presented background regarding the initial program and an update to the program.

Mayor Bublak opened the item to public comment and the following members of the public spoke:

Robert Puffer
John Gabelon
Ron Bridegroom

With no further comment, Mayor Bublak closed public comment.

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6. PUBLIC PARTICIPATION

Mayor Bublak opened public comment and the following members of the public spoke:

John Gabelon
Travis Regalo
Ron Bridegroom

With no further comment, Mayor Bublak closed public comment.

7. MOTION WAIVING READING OF ALL ORDINANCES ON THE AGENDA, EXCEPT BY TITLE

Motion: Waiving reading of all ordinances on the agenda, except by title as motioned by Councilmember Abram, seconded by Vice Mayor Franco, and carried 3/0 by the following vote:

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
Yes	Absent	Yes	Absent	Yes

8. CONSENT CALENDAR

- A. Motion: Accepting the Weekly demands of 04/12/2024 through 04/18/2024 in the amount of \$668,345.65, 04/19/2024 through 04/25/2024 in the amount of \$2,025,544.76, 04/26/2024 through 05/02/2024 in the amount of \$1,506,972.59, Payroll EFT January 2024 in the amount of \$2,175,500.54, and the Investment and Cash Report for March 31, 2024 in the amount of \$279,474,714.56
- B. Motion: Accepting the Minutes of the April 23, 2024 Regular City Council meeting
- C. Resolution 2024-057: Amending Resolution No. 2024-041 (Approving Amendment No. 3 to an Agreement with West Yost Associates of Davis, California, in the amount of \$118,304, for construction management services), correcting the contract total to a not-to-exceed amount of \$2,901,109, for City Project No. 18-69 "Surface Water Distribution System Improvements" to be funded in Fund 420 "Water" account number 420-52-551.51356 "Surface Water Dist. Imp. -Terminal Facilities" (Fisher)
- D. Motion: Approving the Subdivision Improvement Agreement with FQC, Inc., conditioned upon construction of improvements for the SM 19-01 FQC, Inc. subdivision (Development Project No. 20-029) on Palm Avenue (Morris)
- E. Resolution 2024-058: Accepting the 2023 General Plan Annual Report pursuant to California Government Code Section 65400(a)(2) to be submitted to the Governor's Office of Planning and Research and the California Department of Housing and Community Development (Hampton)
- F. Resolution 2024-059: Determining the award of bid is exempt from the provisions of CEQA in accordance with Section 15301 of the CEQA Guidelines and awarding the bid and approving an Agreement with Pacific Valley Roofing of Ceres, California, in the amount of \$25,243.00 and authorizing a construction contingency amount of \$2,524.30 (10.0%) for construction of City Project No. 23-038 "Well Site 15, 20, and 22 Roofs Repair" to be funded by Fund 420 "Water" account number 420-52-551.43553 "Misc Well House Roof Repair" (Fisher)

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- G. Resolution 2024-060: Determining the award of bid is exempt from the provisions of CEQA in accordance with Section 15301 of the CEQA Guidelines and awarding the bid and approving an Agreement with SoCal Pacific Construction Corporation dba National Coating & Lining Company, of Murrieta, California, in the amount of \$217,637 and authorizing a contingency amount of \$21,764 (10.0%) for construction of City Project No. 23-027 "Secondary Clarifier No. 4 Recoating" to be funded in Fiscal Year 2024-25 by Fund 410 "Water Quality Control" account number 410-51-534.43363 "Coating Contract" (Fisher)
- H. Resolution 2024-061: Determining the award of bid is exempt from the provisions of CEQA in accordance with Section 15301 of the CEQA Guidelines and awarding the bid and approving an Agreement with United Pavement Maintenance, Inc., of Hughson, California, in the amount of \$2,688,246 and authorizing a contingency amount of \$268,825 (10.0%) for construction of City Project No. 23-040 "Water Line Replacement for 2024 Roads Program Construction" with all storm system improvements to be funded by Fund 414 "Sewer Line/Trunk Construction" account number 414-51-536.51270 "Construction Project" and all water system improvements to be funded by Fund 420 "Water" account number 420-52-551.51300 "Construction Repairs/Improvements" (Fisher)
- I. Resolution 2024-062: Authorizing the City's Insurance Broker, Winton-Ireland Strom & Green Insurance Agency, Inc., to procure insurance coverages and execute insurance agreements on behalf of the City with Glatfelter Insurance Group for Property Insurance in the amount of \$11,620 from Fund 410 "Water Quality Control" account number 410-51-530.43100_001 "Property Insurance", and with Underwriters at Lloyds for Sexual Abuse/Molestation Liability Insurance in the amount of \$3,392.56 from Fund 270 "Recreation Grants" account numbers 270-61-635-393.43100_007, 270-61-635-394.43100_007, 270-61-635-395.43100_007, 270-61-635-396.43100_007, 270-61-635-397.43100_007, 270-61-635-409.43100_007, and Fund 110 "General" account 110-61-630-121.43100_007, 110-61-630-125.43100_007, and 110-61-620.43100_007 "Insurance Abuse & Molestation" (Loehr)
- J. Resolution 2024-063: Terminating the Local Emergency in response to the Unsheltered Homeless Crisis (UHC) ratified by City Council on July 13, 2021 by rescinding Resolution 2021-129 (Wilson/Petrulakis)
- K. Resolution 2024-064: Authorizing the placement of insurance carrier policies and third-party administrative agreements between the City of Turlock and related benefit partners for employee healthcare, covering the period of July 1, 2024 to June 30, 2025 (Dhami)

Action: Motion by Councilmember Abram, seconded by Vice Mayor Franco to adopt the Consent Calendar, and carried 3/0 by the following vote:

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
Yes	Absent	Yes	Absent	Yes

9. FINAL READINGS

None

10. PUBLIC HEARINGS

- A. Continued from the 2/27/2024 Regular City Council Meeting - Denying the appeal and affirming the Planning Commission decision denying Variance 2023-01 at 2560 and 2562 Mooneyham Court, Stanislaus County APN 073-043-007 (Werner/Hampton)

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Mayor Bublak opened the item for public comment and the following members of the public spoke:

John Leoniak – requested the item be continued until there is a full quorum of City Council
Ron Bridegroom

With no further comment, Mayor Bublak closed public comment.

Action: Motion: To continue the public hearing to a time agreeable by everyone, as motioned by Councilmember Abram, seconded by Vice Mayor Franco, and carried 3/0 by the following vote:

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
Yes	Absent	Yes	Absent	Yes

- B. Amending Turlock Municipal Code Title 9, Chapter 1, Article 2, regarding definitions; amending Title 9, Chapter 2, Article 1 regarding Regulations Applying to All Districts; repealing and replacing Title 9, Chapter 2, Article 1, Section 119 regarding Second Dwelling Units; amending Title 9, Chapter 3, Article 1 Section 102 regarding A District Use Classifications; amending Title 9, Chapter 3, Article 2 regarding R District Use Classifications; amending Title 9, Chapter 4, Article 1 Section 103 regarding Downtown Use Classifications (Werner)

Planning Manager Werner presented the agenda item and answered questions from the City Council.

Mayor Bublak opened the item for public comment.

John Gebelein

With no further comments, Mayor Bublak closed public comment.

Action: **Ordinance 13XX:** Amending Turlock Municipal Code Title 9, Chapter 1, Article 2, regarding definitions; amending Title 9, Chapter 2, Article 1 regarding Regulations Applying to All Districts; repealing and replacing Title 9, Chapter 2, Article 1, Section 119 regarding Second Dwelling Units; amending Title 9, Chapter 3, Article 1 Section 102 regarding A District Use Classifications; amending Title 9, Chapter 3, Article 2 regarding R District Use Classifications; amending Title 9, Chapter 4, Article 1 Section 103 regarding Downtown Use Classifications, as motioned by Vice Mayor Franco, seconded by Councilmember Abram, and carried 3/0 by the following vote:

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
Yes	Absent	Yes	Absent	Yes

11. ACTION ITEMS

- A. Engage in discussion and providing direction to staff regarding the proposed Fiscal Year 2024-2025 General Fund Budget (Moreno)

Finance Director Moreno presented the agenda item and answered questions from the City Council.

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- City Council discussed the Fiscal Year 2024 – 2025 General Fund Budget.
- B. Accepting the City of Turlock's audited Financial Statements and related reports for the Fiscal Year ended June 30, 2022 (Moreno)

Mrs. Meyer from Maze and Associates presented the audited Financial Statements. Finance Director Moreno answered questions from the City Council.

Mayor Bublak opened the item for public comment and the following member of the public spoke:

Ron Bridegroom
Robert Puffer

With no further comments, Mayor Bublak closed public comment.

Action: **Resolution 2024-065:** Accepting the City of Turlock's audited Financial Statements and related reports for the Fiscal Year ended June 30, 2022, as motioned by Councilmember Abram, seconded by Vice Mayor Franco, and carried 3/0 by the following vote:

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
Yes	Absent	Yes	Absent	Yes

- C. Determining the following items are exempt from provisions of CEQA in accordance with Section 15301 of the CEQA guidelines and awarding bid and approving:
1. Agreement between the City of Turlock and United Pavement Maintenance, Inc., of Hughson, CA, in the amount of \$1,314,374.00 and a contingency amount of \$130,000.00 (9.9%) for construction of City Project No. 23-031 "Mark Thomas Task Order No. 1 for Roads Program CIP Projects" (Bid Package 1) to be funded by Fund 115 "Measure A – Roads," account number 115-10-115.51270 "Construction Project"
 2. Agreement between the City of Turlock and George Reed, Inc., of Modesto, CA, in the amount of \$3,532,407.00 and a contingency amount of \$350,000.00 (9.9%) for construction of City Project No. 23-031 "Mark Thomas Task Order No. 1 for Roads Program CIP Projects" (Bid Package 2) to be funded by Fund 115 "Measure A – Roads," account number 115-10-115.51270 "Construction Project"
 3. Agreement between the City of Turlock and George Reed, Inc., of Modesto, CA, in the amount of \$2,927,141.00 and a contingency amount of \$290,000.00 (9.9%) for construction of City Project No. 23-033 "Siegfried Task Order No. 1 for Roads Program CIP Projects" to be funded by Fund 115 "Measure A – Roads," account number 115-10-115.51270 "Construction Project"
 4. Agreement between the City of Turlock and United Pavement Maintenance, Inc., of Hughson, CA, in the amount of \$4,408,821.45 and a contingency amount of \$440,000.00 (9.9%) for construction of City Project No. 23-032 "Provost & Pritchard Task Order No. 1 for Roads Program CIP Projects" to be funded by Fund 115 "Measure A – Roads," account number 115-10-115.51270 "Construction Project" (Pezeshk)

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Mayor Bublak opened the item for public comment and the following member of the public spoke:

Robert Puffer

With no further comments, Mayor Bublak closed public comment.

Recommended Action:

1. Resolution 2024-066: Determining the award of bid is exempt from the provisions of CEQA in accordance with section 15301 of the CEQA guidelines, awarding bid, and approving an Agreement between the City of Turlock and United Pavement Maintenance, Inc., of Hughson, CA, in the amount of \$1,314,374.00 and a contingency amount of \$130,000.00 (9.9%) for construction of City Project No. 23-031 "Mark Thomas Task Order No. 1 for Roads Program CIP Projects" (Bid Package 1) to be funded by Fund 115 "Measure A – Roads," account number 115-10-115.51270 "Construction Project"

2. Resolution 2024-067: Determining the award of bid is exempt from the provisions of CEQA in accordance with section 15301 of the CEQA guidelines, awarding bid, and approving an Agreement between the City of Turlock and George Reed, Inc., of Modesto, CA, in the amount of \$3,532,407.00 and a contingency amount of \$350,000.00 (9.9%) for construction of City Project No. 23-031 "Mark Thomas Task Order No. 1 for Roads Program CIP Projects" (Bid Package 2) to be funded by Fund 115 "Measure A – Roads," account number 115-10-115.51270 "Construction Project"

3. Resolution 2024-068: Determining the award of bid is exempt from the provisions of CEQA in accordance with section 15301 of the CEQA guidelines, awarding bid, and approving an Agreement between the City of Turlock and George Reed, Inc., of Modesto, CA, in the amount of \$2,927,141.00 and a contingency amount of \$290,000.00 (9.9%) for construction of City Project No. 23-033 "Siegfried Task Order No. 1 for Roads Program CIP Projects" to be funded by Fund 115 "Measure A – Roads," account number 115-10-115.51270 "Construction Project"

4. Resolution 2024-069: Determining the award of bid is exempt from the provisions of CEQA in accordance with section 15301 of the CEQA guidelines, awarding bid, and approving an Agreement between the City of Turlock and United Pavement Maintenance, Inc., of Hughson, CA, in the amount of \$4,408,821.45 and a contingency amount of \$440,000.00 (9.9%) for construction of City Project No. 23-032 "Provost & Pritchard Task Order No. 1 for Roads Program CIP Projects" to be funded by Fund 115 "Measure A – Roads," account number 115-10-115.51270 "Construction Project"

As motioned by Vice Mayor Franco, seconded by Councilmember Abram, and carried 3/0 by the following vote:

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
Yes	Absent	Yes	Absent	Yes

D. Determining the following items are exempt from provisions of CEQA in accordance with Section 15378 and approving:

1. Amendment No. 2 for Task Order No. 1A under the terms of the Master Agreement (City Contract No. 2024-112) with CCME, Inc. (Merced, California office) for Construction

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Management and Inspection Services for the City of Turlock's Roads Initiative Program in the amount of \$323,681.01 to be funded by Fund 115 "Measure A – Roads" account number 115-10-115.43327 "Construction Management," for Bid Package 1 for City Project No. 23-031 as "CCME CM Task Order No. 1A for City Project No. 23-031, Bid Package 1"

2. Amendment No. 2 for Task Order No. 1A under the terms of the Master Agreement (City Contract No. 2024-110) with Mark Thomas & Company, Inc. (Fresno, California office) for Construction Management and Inspection Services for the City of Turlock's Roads Initiative Program in the amount of \$566,263.46 to be funded by Fund 115 "Measure A – Roads" account number 115-10-115.43327 "Construction Management," for City Project No. 23-032 as "Mark Thomas CM Task Order No. 1A for City Project No. 23-032"

3. Amendment No. 3 for Task Order No. 1A under the terms of the Master Agreement (City Contract No. 2024-111) with NV5, Inc. (Fresno, California office) for Construction Management and Inspection Services for the City of Turlock's Roads Initiative Program in the amount of \$568,702.72 to be funded by Fund 115 "Measure A – Roads" account number 115-10-115.43327 "Construction Management," for Bid Package 2 for City Project No. 23-031 as "NV5 CM Task Order No. 1A for City Project No. 23-031, Bid Package 2"

4. Amendment No. 4 for Task Order No. 2A under the terms of the Master Agreement (City Contract No. 2024-111) with NV5, Inc. (Fresno, California office) for Construction Management and Inspection Services for the City of Turlock's Roads Initiative Program in the amount of \$479,743.05 to be funded by Fund 115 "Measure A – Roads" account number 115-10-115.43327 "Construction Management," for City Project No. 23-033 as "NV5 CM Task Order No. 2A for City Project No. 23-033" (Pezeshk)

Recommended Action:

1. Resolution 2024-070: Determining the Amendment No. 2 for Task Order 1A is exempt from provisions of CEQA in accordance with Section 15378 and approving Amendment No. 2 for Task Order No. 1A under the terms of the Master Agreement (City Contract No. 2024-112) with CCME, Inc. (Merced, California office) for Construction Management and Inspection Services for the City of Turlock's Roads Initiative Program in the amount of \$323,681.01 to be funded by Fund 115 "Measure A – Roads" account number 115-10-115.43327 "Construction Management," for Bid Package 1 for City Project No. 23-031 as "CCME CM Task Order No. 1A for City Project No. 23-031, Bid Package 1"

2. Resolution 2024-071: Determining the Amendment No. 2 for Task Order 1A is exempt from provisions of CEQA in accordance with Section 15378 and approving Amendment No. 2 for Task Order No. 1A under the terms of the Master Agreement (City Contract No. 2024-110) with Mark Thomas & Company, Inc. (Fresno, California office) for Construction Management and Inspection Services for the City of Turlock's Roads Initiative Program in the amount of \$566,263.46 to be funded by Fund 115 "Measure A – Roads" account number 115-10-115.43327 "Construction Management," for City Project No. 23-032 as "Mark Thomas CM Task Order No. 1A for City Project No. 23-032"

3. Resolution 2024-072: Determining the Amendment No. 3 for Task Order 1A is exempt from provisions of CEQA in accordance with Section 15378 and approving Amendment No. 3 for Task Order No. 1A under the terms of the Master Agreement (City Contract No. 2024-111) with NV5, Inc. (Fresno, California office) for Construction Management and Inspection Services for the City of Turlock's Roads Initiative Program in the amount of \$568,702.72 to be funded by Fund 115 "Measure A – Roads" account number 115-10-115.43327

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“Construction Management,” for Bid Package 2 for City Project No. 23-031 as “NV5 CM Task Order No. 1A for City Project No. 23-031, Bid Package 2”

4. Resolution 2024-073: Determining the Amendment No. 4 for Task Order 2A is exempt from provisions of CEQA in accordance with Section 15378 and approving Amendment No. 4 for Task Order No. 2A under the terms of the Master Agreement (City Contract No. 2024-111) with NV5, Inc. (Fresno, California office) for Construction Management and Inspection Services for the City of Turlock’s Roads Initiative Program in the amount of \$479,743.05 to be funded by Fund 115 “Measure A – Roads” account number 115-10-115.43327 “Construction Management,” for City Project No. 23-033 as “NV5 CM Task Order No. 2A for City Project No. 23-033”

Mayor Bublak opened the item for public comment and the following member of the public spoke:

Robert Puffer
Milt Triewailer

With no further comments, Mayor Bublak closed public comment.

As motioned by Vice Mayor Franco, seconded by Councilmember Abram, and carried 3/0 by the following vote:

Councilmember Abram	Councilmember Bixel	Councilmember Franco	Councilmember Monez	Mayor Bublak
Yes	Absent	Yes	Absent	Yes

12. CITY MANAGER REPORTS/UPDATES

None

13. COUNCIL ITEMS FOR FUTURE CONSIDERATION

Vice Mayor Franco would like an update on Columbia pool every council meeting, would like know the status of the replacement benches for downtown, and would like to see the spreadsheet of councilmember actions.

14. COUNCILMEMBER QUESTIONS, COMMENTS, AND ANNOUNCEMENTS

Vice Mayor Franco noted that the Arbor Day event was fun, she gave a reminder that schools will be out soon and to be careful when driving, and added that the time and point count came out and Turlock’s numbers were down 13%.

Mayor Bublak requested that discussion items are no longer on the action calendar, and would like to see information about road maintenance at a future meeting.

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15. CLOSED SESSION

- A. Conference with Labor Negotiators, Cal. Gov't Code §54957.6(a) "*Notwithstanding any other provision of law, a legislative body of a local agency may hold closed sessions with the local agency's designated representatives regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation.*"
Agency Designated Representative: Deputy City Manager Sarah Eddy
Employee Organization: Turlock Associated Police Officers
Employee Organization: Turlock City Employees Association
Employee Organization: Turlock Firefighters Association-Local 2434
Employee Organization: Turlock Management Association-Public Safety
Unrepresented Groups: Turlock Management and Confidential Employees
- B. Conference with Legal Counsel – Initiation of Litigation, Cal. Gov't Code 54956.9(d)(4) "*For the purposes of this section, litigation shall be considered pending when any of the following circumstances exist...Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation.*"
Potential Cases: One (1)
- C. Conference with Legal Counsel – Anticipated Litigation, Cal. Gov't Code §54956.9(d)(2) "*For the purposes of this section, litigation shall be considered pending when any of the following circumstances exist... A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency.*"
Potential Case(s): Three (3)
- D. Conference with Real Property Negotiators, Cal. Gov't Code §54956.8
"*Notwithstanding any other provisions of this chapter, a legislative body of a local agency may hold a closed session with its negotiator prior to the purchase, sale, exchange, or lease of real property by or for the local agency to grant authority to its negotiator regarding the price and terms of payment for the purchase, sale, exchange, or lease.*"
Property: 140 First Street, Turlock, CA (APN No. 061-016-031)
Agency Negotiator: City Manager Reagan M. Wilson
Negotiating Parties: City of Turlock
Under Negotiation: Price and terms of the sale

16. REPORTS FROM CLOSED SESSION

None

17. ADJOURNMENT

Mayor Bublak adjourned the meeting at 9:16 p.m.

Respectfully submitted



Nichole Fiez, Deputy City Clerk



ISAAC MORENO
FINANCE DIRECTOR

FINANCE DEPARTMENT

IMORENO@TURLOCK.CA.US

156 S. BROADWAY, SUITE 110 | TURLOCK, CALIFORNIA 95380 | PHONE 209-668-6071 | FAX 209-668-5576

MEMORANDUM

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ISAAC MORENO, FINANCE DIRECTOR
CHRIS FISHER, MUNICIPAL SERVICES DIRECTOR

DATE: May 14, 2024

RE: **REQUEST TO AMEND ACTION ITEM 11A**

The staff report is being requested to be amended under the direction of City Manager and staff to better align with fiscal goals as a result of ongoing budget discussions. Changes from posted staff report to include a reduction of new positions from four to two, change of one new position title from Manager to Analyst and realign reporting of existing position. This resulted as favorable net change of \$14,502 to enterprise budget.

City Council Staff Report
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From: Isaac Moreno, Finance Director
Prepared by: Isaac Moreno, Finance Director
Agendized by: Reagan M. Wilson, City Manager

1. ACTION RECOMMENDED:

Motion: Engage in discussion and provide direction to staff regarding the proposed Fiscal Year 2024-2025 General Fund Budget

2. SYNOPSIS:

The City Council will review, discuss, and provide direction to staff on planned expenditures regarding the proposed Fiscal Year 2024-2025 General Fund Budget. Additional topics will include: Measure A 10% allocation, \$5.0 million of General Fund reserves reallocation and reorganization to merge Public Works and Municipal Services Department

3. DISCUSSION OF ISSUE:

General Fund:

At the April 23, 2024 Council meeting, staff sought direction from Council regarding the General Fund proposed budget. From this discussion, staff was directed to adopt a status quo budget or pass a Continuing Resolution to maintain the pre-existing appropriations from Fiscal Year 2023-2024, with a review after the 1st quarter. To meet this direction, staff removed all Fiscal Year 2024-2025 augmentations except what was deemed critical. The adjusted proposed budgets are now as follows:

<u>Fund #</u>	<u>Fund Name</u>	<u>Revenue</u>	<u>Expense</u>
110	General Fund	\$64,134,773	\$62,325,927
116	Special Public Safety	\$1,308,210	\$1,692,674
117	Cannabis	\$1,604,000	\$371,000
118	Measure A General	\$7,310,421	\$7,206,282
119	American Rescue Plan Act (ARPA)	\$0	\$1,603,550
120	Tourism	\$391,000	\$171,941
205	Sports Facilities	\$1,008,651	\$1,008,651
501	Information Technology	\$2,191,868	\$2,191,868

Highlights of these fund's activities:

General Fund:

- Augmentation requests reduced from \$1,605,636 to \$276,900.
- Removed \$1.0 million allocation from Pension Trust.

Measure A General:

- The allocation of 10% to the General Fund reserve is not needed at this time. Therefore, staff will seek direction on how to best utilize the 10% allocation of these funds going forward, as well as the possibility of developing a policy to provide guidance and clarity on how to utilize Measure A funds.

Information Technology:

- Augmentation requests reduced from \$261,259 to \$90,000.

General Fund Reserve:

- At the April 23, 2024 Council meeting, staff was directed to bring back the allocation of \$5.0 million in General Fund reserves for redirection. Staff is seeking direction on this matter.

Reorganization to Consolidate the Public Works and Municipal Services Department

In response to evolving needs and strategic planning, staff is recommending the Public Works Department and Municipal Services Department be merged into one department. This would result in the elimination of the Public Works Director position, along with the creation of ~~two~~ four additional positions and one department promotional opportunity. The City has initiated communication with the Turlock City Employees Association (TCEA) bargaining group, unrepresented Management and unrepresented Confidential groups of this proposed reorganization since their members would be part of a new organizational structure. By consolidating these two departments, the City aims to enhance coordination and streamline current processes such as tracking and maintaining City assets. The intent of the requested reorganization is to positively impact the City by providing better alignment of job responsibilities and functions which ultimately will lead to more efficiently run City services and as a result better service to the public.

With this reorganization, staff plans to ~~implement~~ implement the development of the framework for long term strategic planning and prioritization, such as ~~the development of~~ standard operating procedures, utilization of computerized maintenance management system (CMMS) software for data collection and

reporting, enhance quality control processes to improve continuity of services and accountability. Staff intends to implement asset management principles for all city fixed assets from procurement to disposal. ~~Staff intends to maintain assets by utilization of predictive and preventive maintenance practices and execute the plans by effective planning and scheduling.~~ Staff is recommending that an Asset Analyst Manager and a Maintenance Planner/Scheduler be considered to accomplish this. In accordance with the City's current strategic goals, staff is recommending council consideration for additional staffing for roads and traffic. The addition of an Engineering Project Coordinator is recommended to compliment roads program with the intent to maintain work quality and timelines of planned projects. Staff evaluated current and future needs for traffic systems and is recommending council consideration of the addition of a Traffic Transportation/Supervisor for the realignment of allocated and budgeted Traffic Technician Senior position to manage repairs, preventative maintenance and refurbishment.

The proposed reorganization to merge the Public Works Department and Municipal Services Department will result in the following changes:

- Due to attrition, elimination of Public Works Department Director position.
- Establishment of a new position for an Asset Manager/Analyst in the Management Schedule of Benefits.
- ~~Establishment of a new position of a Maintenance Planner/Scheduler in the Turlock City Employees Association Memorandum of Understanding.~~
- ~~Establishment of a new position of a Traffic/Transportation Supervisor in the Turlock City Employees Association Memorandum of Understanding.~~
- An additional Engineering Project Coordinator in the Turlock City Employees Association Memorandum of Understanding.
- Realignment of supervision for the Traffic Technician, Senior within the Turlock City Employees Association Memorandum of Understanding.
- Due to the merging of two existing departments, there are two Executive Administrative Assistants. The proposed organizational chart illustrates one Executive Administrative Assistant and one Administrative Analyst. This will allow for a promotional opportunity for one of these incumbents.

Fiscal Impact:

The following funds will be impacted as follows:

<u>Fund</u>	<u>110</u>	<u>General Fund</u>	<u>\$</u>	<u>87,731</u>
<u>Fund</u>	<u>118</u>	<u>Measure A General</u>	<u>\$</u>	<u>(12,309)</u>

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Fund	217	Gas Tax	\$	(13,143)
Fund	246	LMD	\$	13,832
Fund	410	Storm Drain	\$	(10,977)
Fund	426	Transit	\$	16,602
Fund	410	Water Quality Control	\$	(101,357)
Fund	420	Water	\$	(101,357)
Fund	115	Measure A Roads	\$	106,477
			\$	(14,502)

Fund	110	General Fund	\$299,010
Fund	118	Measure A General	\$(12,300)
Fund	217	Gas Tax	\$(13,143)
Fund	246	LMD	\$13,832
Fund	410	Storm Drain	\$(10,977)
Fund	426	Transit	\$16,602
Fund	410	Water Quality Control	\$(45,014)
Fund	420	Water	\$(45,014)
Fund	115	Measure A Roads	\$106,477
			\$308,463

Attachment A illustrates the merging of both departments.

4. **BASIS FOR RECOMMENDATION:**

Pursuant to the Turlock Municipal Code, the budget shall be prepared and submitted to the Council before June 15th of each year.

5. **FISCAL IMPACT / BUDGET AMENDMENT:**

Direction and discussion only. No fiscal impact.

6. **STAFF RECOMMENDATION:**

Accept City Council comments and direction.

7. **CITY MANAGER'S COMMENTS:**

Recommend Approval.

8. **ENVIRONMENTAL DETERMINATION:**

N/A

9. **ALTERNATIVES:**

- A. No action is being requested of Council at this time. The purpose of this item is to provide Council with information and seek Council's direction. Therefore, no alternatives are proposed.

10. Attachment:

- A. Proposed-Draft of Municipal Services Department Reorganization
- B. Budget Workbook

Municipal Services Director/SRWA General Manager

Amended 05/14/2024

