



## CITY COUNCIL REGULAR MEETING MINUTES

Wednesday, December 13, 2023 at 6:00 PM

Kerman City Hall, 850 S. Madera Avenue, Kerman, CA 93630

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### 1. OPENING CEREMONIES

- A. Welcome – Mayor
- B. Call to Order - **6:00 p.m.**
- C. Roll Call - **All present**
- D. Invocation - **Theresa Johnson, Community Services Director**
- E. Pledge of Allegiance - **Performed**

### 2. AGENDA APPROVAL/ADDITIONS/DELETIONS

**Explanation of Item 5.B & 5.C, Removing Item 5.E as a duplicate of Item 5.G, Correction to Item 7.B from 2 years to a 3 year term.**

**Motion made by Mayor Pro Tem Nijjer, Seconded by Council Member Yep Voting Yea: Mayor Pacheco, Mayor Pro Tem Nijjer, Council Member Coleman, Council Member Herrera, Council Member Yep**

### 3. PRESENTATIONS/CEREMONIAL MATTERS

- A. Honoring Tony Boren – **Presented**
- B. **Introduction of Police Officers & Staff:**  
Munique Cubillos, Administrative Assistant, Luis Gutierrez, Police Officer, Johnathan Farr, Police Officer, Victoria Ramirez, Community Service Officer, Fabiana De La Cruz, Police Officer, Eduardo Barrera, Police Officer - **Presented**

### 4. REQUEST TO ADDRESS COUNCIL – None

### 5. CONSENT CALENDAR

**Motion made by Council Member Yep, Seconded by Mayor Pro Tem Nijjer Voting Yea: Mayor Pacheco, Mayor Pro Tem Nijjer, Council Member Coleman, Council Member Herrera, Council Member Yep**

- A. **MINUTES:** - November 8, 2023 & November 29, 2023

**B. SUBJECT: Payroll (JA)**

10/15/23 - 10/28/23: \$186,224.12; Retro Pay & Other: \$9,6310.10; Overtime: \$11,113.38;  
Standby: \$1,480.30; Comp Time Earned: 45

**RECOMMENDATION:** Council approve payroll as presented.

**SUBJECT: Payroll (JA)**

10/29/23 - 11/11/23: \$186,677.87; Retro Pay & Other: \$2,122.29; Overtime: \$9,514.75;  
Standby: \$1,250.22; Comp Time Earned: 51.78

**RECOMMENDATION:** Council approve payroll as presented.

**C. SUBJECT: Warrants (JA)**

1. Nos. 27959-28201 \$858,743.45 ACH \$177,243.10

**RECOMMENDATION:** Council approve warrants and electronic bank transfers as presented.  
(Pursuant to Government Code 37208)

**D. SUBJECT: Monthly Investment Report**

**RECOMMENDATION:** Council accept monthly investment report as presented.

**E. SUBJECT: Contract for Emergency Preparedness**

**RECOMMENDATION:** Council by motion adopt resolution approving contract with Michael Brady Emergency Management Consulting for preparation of an Updated Emergency Operations Plan, Stakeholder and Community Engagement and Staff Training in an amount not to exceed \$30,000. **Res 23-95**

**F. SUBJECT: Community Organization Grant Program Policy (TJ)**

**RECOMMENDATION:** Council by motion adopt resolution approving Community Organization Grant Program Policy. **Res 23-96**

**G. SUBJECT: Contract for Emergency Preparedness (JAJ)**

**RECOMMENDATION:** Council by motion adopt resolution approving contract with Michael Brady Emergency Management Consulting Engagement and Staff Training in an amount not to exceed \$30,000. **Item removed.**

**6. PUBLIC HEARINGS – 6:14 p.m.**

**A. SUBJECT: Public Hearing for Proposed Increase in Water, Wastewater (Sewer) and Storm Drain Rates (JA)**

**RECOMMENDATION:**

1. Council open and conduct the Proposition 218 public hearing to receive staff report and written protests, objections, and public comments; and
2. Close the public hearing;
3. Direct the City Clerk to report on the number of written protests received; and

If a majority protest does not exist for the proposed water, sewer and storm drain increases, adopt resolution approving increases to water and sewer rates which will become effective February 1, 2024, directing a property owner election and ballot process for the proposed storm drain fee and ratifying the Proposition 218 process. **Res 23-97**

**Public Hearing Closed 7:17 p.m. Motion made by Council Member Yep, Seconded by Council Member Herrera. Voting Yea: Mayor Pacheco, Mayor Pro Tem Nijjer, Council Member Coleman**

## **7. DEPARTMENT REPORTS**

- A. SUBJECT:** Request to Defer Gateway Villas Development Impact Fees for Fiscal Year 2022/2023 to First Quarter of 2024 and for Fiscal Year 2023/2024 to First Quarter of 2025 (JA)

**RECOMMENDATION:** Council to consider adoption of Resolution Approving First Amendment to Gateway Villas Apartments Affordable Housing Project and Waiver of Associated Impact Fees Agreement In Order to Extend the Payment Due Dates and Term of Agreement. **Res 23-98**

- B. SUBJECT:** Resolution Appointing Members to the Planning Commission and Parks, Recreation and Community Services Commission

**RECOMMENDATION:** Council by motion adopt resolution concurring with appointments by Mayor Pacheco of one applicant to the Planning Commission and two applicants to the Parks, Recreation and Community Services Commission. **PC Res 23-99, Rec Res 23-100**

- C. SUBJECT:** City Council Attendance at California League of Cities: Mayors and Council Members Academy (JAJ)

**RECOMMENDATION:** City Council select members to attend California League of Cities, Mayors and Council Meeting if a majority of Council wishes to attend the conference.

## **8. CITY MANAGER/STAFF COMMUNICATIONS**

## **9. MAYOR/COUNCIL REPORTS/ANNOUNCEMENTS/FUTURE AGENDA ITEMS**

- A. Future Consideration of Measure E - Mayor Pacheco - **Item to be added to future agenda.**

## **10. CLOSED SESSION**

## **11. ADJOURNMENT - 8:24 p.m.**

MINUTES CERTIFICATION

I, JOSIE CAMACHO, Deputy City Clerk for the City of Kerman, do hereby declare under penalty of perjury that the above Minutes are a true depiction of all actions taken at the City Council meeting held on the first date above written at Kerman City Hall, 850 S. Madera Ave, Kerman, CA.

Date: December 14, 2023



Josie Camacho, Interim City Clerk