

**PINOLE CITY COUNCIL
MINUTES
SEPTEMBER 15, 2015**

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

The concurrent Regular and Special Pinole City Council Meetings were held in the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Murray called the meeting to order at 6:00 PM and led the Pledge of Allegiance.

2. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

A. COUNCIL MEMBERS PRESENT

Mayor Peter Murray
Mayor Pro Tem Roy Swearingen
Council Member Tim Banuelos
Council Member Phil Green
Council Member Debbie Long

B. STAFF PRESENT

Belinda Espinosa, City Manager
Benjamin Reyes, City Attorney
Hector De La Rosa, Assistant City Manager
Al Petri, Interim Development Services Director
Andrea Miller, Finance Director
Winston Rhodes, Planning Manager
Patricia Athenour, City Clerk

City Clerk Athenour announced the Regular agenda was posted on September 10, 2015 at 4:00 P.M. and the Special Meeting Agenda was posted on September 11, 2015. All legally required notice was provided. The Special meeting was noticed to administer the Oath of Office to the City Treasurer, once the Council announced the appointment.

The Council responded to the City's Clerk question, stating there were no conflicts with any items on the agenda.

City Clerk Athenour entered the following items into the record, provided subsequent to the publication of the Agenda:

- Special Meeting Agenda to Administer Oath to City Treasurer
- Item 7E – Attachment B – Proposal from Avery & Associates
- Item 10A – Staff Report - Wastewater Treatment Plant Bid Specifications
- Revised Item 10A – Attachment A containing Project Manual Volume 1 – Contract Requirements – reference copy on file at the rear of the Chamber

Staff's recommendation on Item 10A is to approve the documents, subject to authorization for the City Attorney to make any non-substantive changes.

- Item 10B - PowerPoint – Building Permit Technician

Ms. Athenour asked the Council if they were available to conduct a special meeting on September 22nd at 6 pm in lieu of a special meeting on September 29, 2015. The Council members presented confirmed their availability for September 22, 2015.

City Attorney Reyes requested that Item 3C, a Closed Session matter involving a claim by the WCCUSD for refund of Utility User taxes be removed from the agenda, as his office was not at a point for a full discussion of this matter.

3. CONVENE TO A CLOSED SESSION

At 6:10 p.m., Mayor Murray convened the Notice Closed Session.

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Pursuant to GC §54957
City Manager

- B. CONFERENCE WITH LABOR NEGOTIATOR
Gov. Code § 54957.6
City Designated Representative: Councilmember Debbie Long
Unrepresented Employee: City Manager Belinda Espinosa

- C. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Gov. Code § 54956.9(d)(2)
Number of Potential Cases: 1 Matter

4. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

At 7:08 p.m., Mayor Murray reconvened the meeting in open session. He announced there were no reportable actions from Closed Session.

The record reflected the departure of Council Member Green at 7:08 PM. The voting record reflects his excused absence.

5. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

- A. Proclamations
- B. Presentations / Recognitions
- C. Community Events

Mayor Murray announced Coastal Cleanup is scheduled on September 19th at 8:30 AM at Bayfront Park.

6. CITIZENS TO BE HEARD (Public Comments)

The following citizens addressed the City Council:

Shelia Newman, West Contra Costa County Service Unit of Girl Scouts of Northern CA, addressed Council and requested a better permitting process for selling their cookies. She explained the prior process which she said impacted their sales.

Mayor Murray said now the Council is aware and staff will be advised to issue the approval contingent to receipt of the property owner approval.

Denise Barney, co-leader support manager Girl Scouts, discussed the cookie sale revenue and the programs provided from their largest fundraiser. She said it was the largest run sales effort in the United States, run by women and an important source of leadership training and experience.

Mikayla Rudis, Girl Scout, 9 year Scout, talked about the merits of fundraising.

Kayla Collins, Girl Scout, 7 years, said their customers enjoy seeing their smiling faces and discussed the many contributions they make to the community from their sales.

Bob Kopp, Pinole citizen, provide an update on two recent community events. Dumpster Day was a large success with one hundred ninety-six vehicles participating. He acknowledged the assistance from Mayor Murray and contributions from the Bear Claw and East Bay Coffee. The Police Explorers directed traffic and checked identifications, and received \$730 in gratuities. Kopp also reported that \$2,787.86 was raised at the BBQ for the Troops. The proceeds will be sent to a local non-profit organization, Civic Assets, for Prolonged Duress Stress Disorder And brain damage. He announced the sponsorships and thanked everyone for their participation, most of all his family.

Mayor Murray thanked Bob Kopp for his continuing public service to the community and also thanked Officer Engle on behalf of the Explorers for their participation.

Mayor Pro Tem Swearingen said next year we need to modify the venue so we do not run out of room and no cars get turned away.

Norma Martinez Rubin, Pinole Historical Society, offered an invitation to celebrate the publication of the Society's new book "Pinole Through Time" and the 100th year celebration of the Bank of Pinole Building on October 2, 2015.

Sandee Glanz, Pinole citizen, said she was preparing for opening day of the Skate Park on September 26th from 10 am – 2 pm. She sought approval from the City to put two banners up five days prior to the opening; one at the site and one down town. She reported that Cowperwaithe Construction was donating a concrete bench. Ms. Glanz asked to meeting with City Manager Espinosa the following day to firm up the details.

Planning Manager Winston Rhodes offered to meet with Ms. Glanz the following day at 11 am.

Julie Meier, Pinole citizen, said that Ms. Glanz has planned these opening festivities single-handedly. She acknowledged that staff was very responsive. Ms. Meier also spoke about the impact of Council Member Green's Celebration of Life held the prior Sunday, and was glad to be able to thank him for his consistent support of recreation in the community. She asked how places in the community are named, and felt that it would be a great testimony to name the skate park, the Phil Green Skate Park.

Mayor Murray said they would get together with her and discuss the protocols.

Anthony Gutierrez, Pinole citizen, discussed the final deadline of June 1, 2017 for completion of the WPCP pursuant to the Water Board permit. He discussed the delay which was approved with some milestone events but noted the completion date remained at June 1, 2017. He then read a letter the Water Quality Control Board sent to his attention. He raised the following questions and requested a response.

1. Are they subject to fines?

2. What is the fine?
3. Will Hercules be required to pay fifty percent of the fine, or are the fines levied on the permit holder which is the City of Pinole?

Mr. Gutierrez also spoke regarding the fires in Middletown and asked to keep those residents and firefighters in our thoughts and prayers.

Irma Ruport, Pinole citizen, addressed Council and said on September 13th she and her husband attended Council Member Green's Celebration of Life. She said Council Member Green is number one, and in her opinion Pinole needs more citizens like him to represent the citizens.

7. CONSENT CALENDAR

Items 7C and 7E were removed for discussion.

ACTION: Motion by Council Members Swearingen / Long, the Council Approved the Consent Calendar Items A, B, D and F.

Vote:	Passed:	4-0
	Ayes:	Banuelos, Long, Murray, Swearingen
	Noes:	None
	Abstain:	None
	Absent:	Green

- A. Approved the Minutes of the Meetings of September 1 and September 8, 2015
- B. Received the August 29, 2015 – September 11, 2015 Lists of Warrants and the September 11, 2015 Payroll in the Amount of \$ \$347,124.76
- C. Second Reading **Ordinance 2015-02**, Adding Pinole Municipal Code Section 10.65 Related to the Pinole Skate Park [**Action Adopt Ordinance, Waive 2nd Reading (Reyes)**] **REMOVED FOR DISCUSSION**

John Engle, Pinole Police officer, raised a question / issue regarding Subsection C part 1; “any *willful* violation...” expressing concern with that language as it promotes a question regarding probable cause that a judge will ask an officer under oath.

City Attorney Reyes explained the meaning of willful, stating that there is an understanding of the rules and knowingly violated the code; specific intent. It can be done under the infraction process.

Officer Engle said this would tie up officers writing a report for probable cause for a youth not wearing safety equipment, with a \$200 labor cost for a \$100 penalty. He recommended removing of the term “willful,” asking Council to strike the word.

City Attorney Reyes said this was a public policy issue and the Council has the discretion to remove the language, and advised it could be accomplished now on the second reading. If the ordinance was returned to staff for revision, it could possibly hold up the opening. The ordinance must be in place to provide immunity to the City.

Council discussion followed. Council Member Long supported removal of the word “willful.”

Mayor Pro Tem Swearingen asked if removal of the work would bring this to the same status as helmet requirements for bicyclists, and does it change the City's liability?

Officer Engle said it makes it a presumptive and more in line with a vehicle code infraction. City Attorney Reyes said it would not change the City's immunity.

On a separate topic, Officer Engle invited the Council and the public to Applebee's on September 22nd for Tip-A-Cop, benefitting the Nor Cal Special Olympics.

Sandee Glanz, Skate Park committee member, said the revised working is acceptable. She also suggested that staff also erect a short sign with the hours and an emergency phone and hoped that was still under consideration.

Ms. Espinosa confirmed that it was.

Ms. Glanz discussed Vehicle Code Section 2121a, which sets a fine at \$25 for the helmet law. She asked why the City was adopting a \$100 penalty, when \$25 is appropriate.

Julie Meier Pinole Skate Park committee member also supported removal of the word "willful," and also Ms. Glanz's suggestion for a \$25 fine. She said there is still a sign on the fence that there is no skate boarding allowed on the soccer field.

Officer Engle clarified that skate boarding is still not allowed anywhere in the park, except at the Skate Park.

There was a suggestion for adding directional signage to the Skate Park.

Council Member Long asked how fines are collected.

City Attorney Reyes explained the process handled through the court system, and there is no administrative fee added. He said that by ordinance, the Council set the fine pursuant to the Municipal Code, and it was intended to be steep to discourage other activity. If the fine is lowered, the ordinance must be revised and would require adoption as a subsequent meeting and perhaps create an effect when you are not creating an incentive to enforce other portions of the ordinance. He also asked Attorney Casher to address the bicycle code vs. the skate park, stating they are two different issues.

Council Member Long asked if there were bike racks at the park. Staff responded that there are pre-existing bike racks at the Skate Park.

Mayor Murray asked which items would be less enforceable. City Attorney Reyes responded that bicycle riding reduces the life of the skate park and explained a fining mechanism was necessary.

Ms. Glanz said there was an amendment to AB 1146, added on August 17, 2015 which includes bikes so the City has no liability. Mr. Reyes said he was not aware of that new law, but he was addressing the detriment to the park from bicycles.

Council Member Banuelos asked Officer Engle how often the helmet law is violated by bicycle riders. Officer Engle said he sees violations daily both from bike riders and skate board riders. He said there is a public misunderstanding when and where a child must wear a helmet and where they are allowed to ride bikes.

Eric Casher, Meyers Nave, said the Vehicle Code section applies to skate boards but is limited to streets, parks and trails. Skate Board Parks are addressed in the Health and Safety code and the fine is subject to the amount imposed by the City Council.

Mayor Murray entertained final Council comments on the two issues; striking the word “willful” and establishing a fine.

All four council members concurred with striking the word “willful.”

Mayor Murray said the fine was appropriate as stated, when an officer is challenged, and also believes helmets should be worn at all times. He believed that the fine and the inconvenience of having to go to court has to be sufficiently severe to be enforceable; perhaps not \$100, and asked the City Attorney if the fine could be amended this evening.

City Attorney Reyes said his office could prepare a separate Infraction Schedule but would require a revision to this ordinance, to be approved by Council at a later date. He also said that a judge had the authority to lower the fine or impose community service in lieu of a fine.

Mayor Murray said it would be better to have the ordinance in place and amend it later. He also said this appears to be a case for Community Policing, referring to a Grand Jury report.

City Attorney Reyes recommended keeping the penalty in place knowing the Police officers can issue warnings and if cited, people can go to court and plea for a reduction.

Council Member Long concurred with leaving the fine as is, and revisiting it at a later date relative to the penalty. She asked that it be added as a Future Agenda item.

Council Member Banuelos agreed and felt it should have its own penalty schedule.

Mayor Pro Tem Swearingen agreed with leaving it as set and said the obstacles at the park are designed for trick riding and are also more hazardous than street riding. The \$100 fine is a deterrent. He said he was also concerned about having the ordinance in effect when the park opens.

ACTION: Motion by Council Member Banuelos / Long, the Council Amended Ordinance 2015-02, Striking the Word “willful” From Section 10.65.10.C-1 and Adopting Ordinance 2015-02.

Vote:	Passed:	4-0
	Ayes:	Banuelos, Long, Murray, Swearingen
	Noes:	None
	Abstain:	None
	Absent:	Green

Following the adoption, Council commented to look at the site signage.

- D. Adopted **Resolution 2015-80**, Authorized Funding to Execute Task No. 1 To An Existing On-Call Contract With MIG For Planning Services To In the Amount of \$25,382 [**Council Report No. 2015-90; Action: Adopt Resolution Per Staff Recommendation (Rhodes)**]

- E. Authorize the City Manager to Execute an Agreement with Avery & Associates for Recruitment Services for the Development Services Director **[Council Report No. 2015-91; Action: Adopt Resolution Per Staff Recommendation (Espinosa)]**
REMOVED FOR DISCUSSION

James Tillman, Pinole citizen removed the item from Consent to ask the following questions:

1. Does the city manager have a date certain for retirement?
2. Does this Avery contract pertain to recruitment of the City Manager also?

Mayor Murray said it was not appropriate to discuss the City Manager under this item.

Assistant City Manager De La Rosa responded that the contract is to retain a consultant to recruit for a new Development Services Director / Public Works Director.

Mr. Tillman asked if the contract would need to be reopened if the City Manager determines to also retire.

Mr. De La Rosa said this is only for the Development Services Director.

Irma Rupert, Pinole citizen, asked if this was the same title as the Public Works Director, and if it was the same one held by Dean Allison.

Mr. De La Rosa said the title is Development Services Director / City Engineer, and said it was the same as held by Mr. Allison when the City reorganized several years back. He stated that the organizational structure may change and it could be separated again. There is no determination at this time.

Ms. Rupert expressed her concern that the consultant must verify background investigation and education. She also said that given the limited Human Resources staff, the job descriptions should be assessed to determine that all functions are being met. She said it was costly to hire consultants and suggested hiring a human resources person who is capable of the job.

Mayor Murray said the limited number of staff makes it necessary to hire a consultant.

Anthony Gutierrez, Pinole citizen, asked through the Mayor for a City Attorney response regarding why the report was changed when it was held over from September 1, and this report now contains recruitment for only the Development Services Director / City Engineer, and reference to City Manager recruitment has been omitted. He said it is prudent to indicate if and when the manager is leaving. He asked whether the City had conducted succession planning.

Mayor Murray said that is being conducted with the City Manager to plan a transition. He said the Council has more questions and is exploring several options for a transition.

Mr. Gutierrez said a succession plan is usually done earlier, and to consider going forward with a plan in place in the future.

Council Member Long asked about Avery's data base on Community Development Directors and suggested using the database list before taking the time and expense of advertising.

Mr. De La Rosa explained that their list includes those individuals who are working at other organizations. It is not those looking for a job, but rather those looking to transition to other employment opportunities.

ACTION: Motion by Council Members Swearingen / Banuelos, the Council Adopted Resolution 2015-81, Authorized the City Manager to Execute an Agreement with Avery & Associates for Recruitment Services for the Development Services Director

Vote: Passed: 4-0
Ayes: Banuelos, Long, Murray, Swearingen
Noes: None
Abstain: None
Absent: Green

- F. Adopted **Resolution 2015-82**, Authorize The City Manager to Execute Task Order No. 1 To An Existing On-Call Contract with CSG Consulting, Inc. To Provide Professional Interim Services In The Positions Of Interim Public Work Director And Interim Permit Technician Services In An Amount Of \$60,000 [**Council Report No. 2015-92; Action: Approve Resolution Per Staff Recommendation (De La Rosa)**]

- 8. PUBLIC HEARINGS**
- 9. OLD BUSINESS**

There were no Public Hearings or New Business matters.

10. NEW BUSINESS

City Manager recommended reordering the Agenda to move Item 10C forward. Council concurred with the recommendation and reordered the Agenda.

Appoint City Treasurer to Fill the Unexpired Term to December 2016 Vacated by the Passing of Former Treasurer Judy Lee [**Council Report No. 2015-95; Action: Council Discretion to Select and Appoint a City Treasurer (Athenour)**]

Patricia Athenour, City Clerk entered Council Report 2015-95 into the record. City Clerk Athenour provided the background related to the vacancy in the office due to the passing of former Treasure Judy Lee, who was serving a four-year term, expiring in December 2016. The Council determined they would advertise and appoint a successor for the remaining year and three months. The Council held a noticed, televised Special Meeting on September 8, 2015, and conducted interviews with Virginia Fujita and Monica Shaw, the two applicants. She advised the Council that they must deliberate the matter and recommended an appointment this evening. She announced that she had noticed a special meeting tonight in order to administer the oath of office to the selected treasurer in order to comply with the Code requirements to appoint a successor within 60 days of the vacated office, which would be September 23, 2015.

Mayor Pro Tem Swearingen said the Council did their due diligence in the interview and selection process and received two very qualified candidates.

The Council commented on the difficulty of the decision due to the qualifications of both candidates.

ACTION: Motion by Council Members Long/Swearingen, the Council Adopted Resolution 2015-84, Appointing Virginia Fujita as the City Treasurer to Service the Remainder of the Unexpired Term to December 6, 2016, Following the Certification of the November 8, 2016 Municipal Election

Vote: Passed: 4-0
Ayes: Banuelos, Long, Murray, Swearingen
Noes: None
Abstain: None
Absent: Green

- A. Approve Bid Specifications for the Wastewater Treatment Plant Upgrade Project [Council Report To Be Provided Under Separate Cover; Action: Adopt Resolution Per Staff Recommendation (Espinosa & Consultant: Warriner)]

City Manager Belinda Espinosa introduced Staff Report 2015-93 into the record and said Mike Warriner with Carollo Engineering was present to respond to any questions. The report outlined the plans and specifications are the culmination of the design process, which cost \$2.8 million, funded equally by the City of Pinole and Hercules. The report also provided background summary of the project. Ms. Espinosa said the City was ready to advertise the project for bidding.

Council Member Long asked if the comments from the Project Labor Agreement were included.

Assistant City Manager De La Rosa Hector identified the following two items:

1. No smoking
2. Residence verification through license or other means of identification.

Mayor Pro Tem Swearingen said he reviewed and was familiar with the general requirements and believe that staff and consultants have done all the due diligence necessary.

Ms. Espinosa said peer reviews were conducted several times at various stages and staff was confident that the project is ready to move forward.

Hercules has this matter on their agenda also, and their staff report recommends authorization for the City Attorney to make minor, non-substantive changes, and staff recommended the same authorization to include any comments received from the City of Hercules.

City Attorney Reyes explained that the changes would be limited to grammar and typos.

Anthony Gutierrez, Pinole resident, addressed Council asking about the status of the tertiary system that was being considered, stating that there was prior discussion to have HDR to get a quote on the cost to engineer "purple piping." He asked if the plans and specifications include the tertiary plumbing, i.e. purple plumbing, or whether it would be considered as a change order. If done later it will cause the cost to increase.

Mike Warriner, Carollo, said no tertiary treatment plumbing was included in the contract. For that, it would require a lot more design than what has been done and it is not confirmed that there is footprint to put it on this property.

Mayor Murray said that he thought at one time we talked about adding it and there was space available. He understood the purple piping was for recycled water for use by citizens.

Mr. Warriner said the discussion was regarding where it would come out of the contact basin with a tee and a short stub of pipe. Ms. Espinosa said we are only putting a tee with a valve to tie in for the future, and it would be handled in a change order.

ACTION: Minute Order Motion by Council Members Swearingen / Banuelos, the Council Approved the Bid Specifications for the Wastewater Treatment Plant Upgrade Project Subject to Providing Authorization for the City Attorney to Make Non Substantive Changes.

Vote: Passed: 4-0
Ayes: Banuelos, Long, Murray, Swearingen
Noes: None
Abstain: None
Absent: Green

- B. Authorize Funding Allocation for a Full-time Permit Technician and Elimination of One (1) Part-Time Permit Technician in the Development Services Department [Council Report No. 2015-94; Action: Adopt Resolution Per Staff Recommendation (Rhodes)]

Winston Rhodes, Planning Manager entered Council Report 2015-94 and a power point exhibit into the record. He described the position and the duties of this Permit Technician who supports Planning, Building and Public Works, and functions which involves collection of revenue. During the two year period that part-time permit technicians has been utilized, there have been six persons to fill this position. Only one of those employees made it to a one-year review, and two went to other jurisdictions to do the same job. This constant recruitment takes resources from the Human Resources function, as well as other departments that provide training and also requires additional temporary staffing costs. He addressed the benefits to change one of the part-time positions to a full-time position. Rhodes said the Activity level on permit issuance is up 32% over the past three years and revenue is up from \$449,000 in 2012/13 to \$536.882 in 2014/15. Fiscal Impact and costs were entered into the record from the exhibit materials. The net bottom line cost this FY to increase this position from part-time to full-time status is \$27,725. Staff recommended approval of the full-time position and was available for questions.

Council Member Banuelos questioned the six month timeframe to fill the position.

City Manager Espinosa confirmed Mr. Rhodes comment regarding the number of ongoing recruitments, but realize this is an important position and Pinole has been a revolving door for this position. She said some reorganization is under consideration to make the counter more efficient.

The pay scale was discussed. The range is \$23.23 – \$28.24 per hour.

In response to a question, Mr. Rhodes described the time involved with permit issuance for simple and more complex permits and described the other duties that the position handles when not expressly working on permit issuance.

Council Member Long stated support for a full time position.

ACTION: Motion by Council Members Swearingen/Long, the Council Adopted Resolution 2015-83, Authorized Funding Allocation for a Full-time Permit Technician and Elimination of One (1) Part-Time Permit Technician in the Development Services Department.

Vote:	Passed:	4-0
	Ayes:	Banuelos, Long, Murray, Swearingen
	Noes:	None
	Abstain:	None
	Absent:	Green

Council wants every effort made to complete the recruitment before six months passes.

11. REPORTS & COMMUNICATIONS

- A. Mayor Report
 - 1. Announcements
 - a. Report on West Contra Costa Integrated Management Association, stating the board held off further discussion of the refunding for another meeting, but said the Board must demand there is enough reserves remaining for the organization to work for next ten years.
- B. Mayoral & Council Appointments – There were no appointments
- C. City Council Committee Reports

Council Member Long reported on the recent WestCat meeting. WestCat is ready to go live with Clipper Cards; the target date is November 1 for all, except the Lynx. She said bus schedules are available and she will distribute some at City Hall.

She also reported on the WCCUSD Facilities Subcommittee meeting, stating that the recommendation would be sent to the Board the following day. She said the recommendation was to be from the committee, but in reality it was an outcome from staff. Any point of contention was recommended to be bid out two ways and the committee tried to show how that would delay the opening and cost more money. Trustee Liz Block was here and stated that community promises would be kept. Council Member Long said she was concerned that it would be a watered down version of the original promises. She indicated her displeasure when she left the meeting and asked the other Council Members to represent Pinole during her absence the following evening. Her comments were handed to Mayor Murray and Council Member Banuelos. Also noted, she was contacted last week by a nearby resident that complained the contractors were working on the site at 8 PM and continue to 7 PM. The City was to be notified when there is an emergency requiring after hours work. Construction hours are 7am – 5pm. If someone observes work beyond those hours, they were encouraged to contact one of the Council members who will hold the District accountable.

Mayor Pro Tem Swearingen concurred and commented in support of Council Member Long's position. He said they would be told at the District Board meeting, this was not what the community bought into.

City Manager Espinosa reported that the District requested permission to extend the construction hours to 8 pm, which she denied and set it at 6 pm.

D. Council Requests For Future Agenda Items

- 1. Review of the Recreation Department – agendaize for dialogue no staff report necessary. (Priority)

2. Review of PCTV staffing. PALC wanted to use PCTV staff and asked what was being done to provide time for their contractual obligations and to still do City filming and broadcasting. Requested it be scheduled on October 6 (Long)
3. Review the Skate Park Ordinance review relative to the fines after monitoring for a few months after opening the park (Banuelos)
4. Review & establish guidelines for the City Manager's Weekly Report – content, issues, consider monthly editions. Comment was that it is getting to be a community newsletter.

E. City Manager Report / Department Staff

City Manager Espinosa reported receipt of a WCCUSD request for each City Manager in West County to appoint a person to represent their jurisdiction on their Prioritization Committee for the Facilities Master Plan. The group will be tasked with developing criteria that will serve as a basis to prioritize projects. She recommended placing it on the September 22, 2015 Special Meeting.

She also reported that PG&E asked that the Mayor to meet and tour with them on the Pathways Project, and that she would call Mayor Murray the following day to schedule a date and time.

F. City Attorney Report

City Attorney Reyes had no report.

12. ADJOURNMENT

At 10:07 p.m., Mayor Murray adjourned the Regular & Special meeting to the Special City Council Meeting of September 22, 2015.

Submitted by:

Patricia Athenour, MMC
City Clerk

APPROVED BY CITY COUNCIL: