

ACTION MINUTES OF THE CITY COUNCIL
CITY OF VILLA PARK, CALIFORNIA

January 26, 2016
Regular Meeting

GENERAL SESSION
6:30 p.m. – City Council Chambers

ROLL CALL - Mayor Mills called the General Session to order at 6:30 p.m.

COUNCILMEMBERS

PRESENT: Barnett, Collacott, Fascenelli, Nelson and Mills

ABSENT: None

PLEDGE OF ALLEGIANCE TO THE FLAG – Police Commander Black

PRESENTATIONS/ ANNOUNCEMENTS/ INTRODUCTIONS

- Orange County Fire Authority update
- Orange County Sheriff's Department update
- Law Enforcement Advisory
- Investment Advisory
- VP Community Services Foundation

ORAL COMMUNICATIONS

Mayor Mills opened public comments.

Sandy Murg, Villa Park resident, spoke about a flood in Villa Park at a Villa Park resident's home due to sewage problems. She suggested the city look into fixing its infrastructure and maintaining its sewers.

Mayor Mills closed public comments.

PUBLIC HEARINGS

1. [Waive reading in full of all ordinances and resolution on the agenda.](#)

A motion was made by Councilman Nelson, seconded by Mayor Pro Tem Barnett, and approved by the following roll call vote, to waive reading in full of the ordinances and resolutions on the agenda.

AYES: Barnett, Collacott, Fascenelli, Nelson and Mills

NOES: None

ABSENT: None

ABSTAIN: None

2. Policy regarding payments by members of the City Council for health benefits through the California Public Employees' Retirement System.

Councilwoman Fascenelli recused herself from this item.

City Manager Hildenbrand gave the staff report.

Mayor Mills relayed a provision has been included in the policy to allow liens if payments are late.

Councilman Barnett said there have been no write-offs or losses to date. He suggested if a policyholder's benefits are terminated, and they return the following year to be reinstated, they should be required to pay an additional month before their benefits are reactivated.

Councilman Nelson inquired about the two-month notice for cancellation in the policy. City Manager Hildenbrand replied PERS requires two notices of cancellations to be sent out.

Mayor Mills opened and closed public comments since there were none.

A motion was made by Mayor Pro Tem Barnett, seconded by Councilman Collacott, and approved by the following roll call vote, to proceed with implementing the proposed policy and adopt Resolution No. 2015-3349.

AYES: Barnett, Collacott, Nelson and Mills

NOES: None

ABSENT: None

ABSTAIN: Fascenelli

CONSENT CALENDAR (ITEMS #3-14)

Councilwoman Fascenelli pulled Item 3, Warrants and disbursements from December 8, 2015 through January 14, 2016; and Item 11, Authorization to purchase new financial software for the City's finance department.

Councilman Nelson pulled Item 10, Mid-Year Budget Review and Budget Adjustments.

Mayor Pro Tem Barnett pulled Item 7, Request approval of City Council Minutes of December 15, 2015; and Item 8, Request approval of City Council Minutes of December 21, 2015.

A motion was made by Councilman Nelson, seconded by Mayor Pro Tem Barnett, and approved by the following roll call vote, to approve Consent Calendar Items 4-6, 9, & 12-14.

AYES: Barnett, Collacott, Fascenelli, Nelson and Mills

NOES: None

ABSENT: None

ABSTAIN: None

4. **Financial Treasurer's report for the month of November, 2015.**

Action: Received and filed.

5. **Financial Treasurer's report for the month of December, 2015.**

Action: Received and filed.

6. **Monthly Financial and Capital Project Status reports.**

Action: Received and filed.

9. **Resolution No. 2016-3350 Updating Authorized Signers for Investment of Monies in the Local Agency Investment Fund (LAIF).**

Action: Adopted Resolution No. 2016-3350.

12. Zoning Code amendments relating to the prohibition of cultivation of medical marijuana, dispensaries, deliveries and all medical marijuana-related activities, pursuant to the Medical Marijuana Regulation and Safety Act (MMRSA).

Action: Approved the second reading and adopt Ordinance No. 2015-597.

13. Adopting a resolution affirming the City's commitment to the Federal Transportation Improvement Program.

Action: Adopted Resolution No. 2016-3351 affirming its commitment to implement all projects in the Federal Transportation Improvement Program.

14. Modifying storm drain easement deeds exhibits for 9201 Aubrey Circle and 19081 Valley Drive.

Action: Authorized the City Engineer to prepare the necessary documents to correct the storm drain easement deeds exhibits for APN 372-363-02 & APN 372-363-03 to reflect the correct public utilities easements description; and authorized the City Clerk to record the revised documents.

PULLED ITEMS

3. Warrants and disbursements from December 8, 2015 through January 14, 2016.

Councilwoman Fascenelli spoke about check # 27626 for the Villa Park Community Services Foundation. This amount covered 50% of the cost of the Santa Parade. She said at the Foundation meeting, the board voted to not pay the remaining 50%. Councilwoman Fascenelli asked if the city had been notified. City Manager Hildenbrand replied he had not received notification. Councilwoman Fascenelli relayed the Foundation did not grant the reimbursement of the candy or the santa hats the City Council members wore because it was not pre-approved by the Foundation. She asked if the City Manager could look into it.

A motion was made by Councilmember Fascenelli, seconded by Mayor Mills, and approved by the following roll call vote, to approve warrants and disbursements in the amount of \$1,110,818.41.

AYES: Barnett, Collacott, Fascenelli, Nelson and Mills

NOES: None

ABSENT: None

ABSTAIN: None

7. Request approval of City Council Minutes of December 15, 2015.

Mayor Pro Tem Barnett spoke about a comment he made on page 17, Item 22, policy regarding money loss in regards to the PERS health benefits. He wanted to correct the wording, saying there was no loss of money. Councilwoman Fascenelli stated all the council members received a letter from the accountants, that there was no money loss.

Mayor Pro Tem Barnett spoke about Item 23, paragraph 5. He wanted to clarify that the storm drain infrastructure should be excluded, not included, in the proposed survey that will be circulating among Villa Park residents.

Mayor Mills opened and closed public comments since there were none.

A motion was made by Mayor Pro Tem Barnett, seconded by Councilman Nelson, and approved by the following roll call vote to approve the City Council Minutes of December 15, 2015.

AYES: Barnett, Collacott, Fascenelli, Nelson and Mills

NOES: None

ABSENT: None

ABSTAIN: None

8. Request approval of City Council Minutes of December 21, 2015.

Mayor Pro Tem Barnett stated he did not attend the entire meeting, so he would like to abstain from voting on this item.

Councilwoman Fascenelli commented on a letter that was recieved from Villa Park resident Wayne Silzel. She said the letter was submitted before the start of the meeting, not during the oral communication. City Manager Hildenbrand replied he received the letter during the meeting. He said if letters are received after the posting of the agenda, they would be included in the agenda packet after the meeting.

City Attorney Megan Garibaldi stated letters received from the public that are intended to be a part of an item in the meeting, are appropriate to be included as part of the record or the minutes. Councilwoman Fascenelli suggested scanning them to be a part of the public record. City Attorney Megan Garibaldi replied she would look into that.

Mayor Mills opened public comments.

Wayne Silzel, Villa Park resident, stated he is able to provide copies of the letter he submitted.

Mayor Mills closed public comments.

A motion was made by Councilwoman Fascenelli, seconded by Mayor Mills, and approved by the following roll call vote to approve the City Council Minutes from December 21, 2015.

AYES: Collacott, Fascenelli, Nelson and Mills

NOES: None

ABSENT: None

ABSTAIN: Barnett

10. Mid-Year Budget Review and Budget Adjustments.

Councilman Nelson requested this item be brought forward to the Budget and Finance Committee before the City Council votes on it.

Mayor Mills opened and closed public comments since there were none.

A motion was made by Councilman Nelson, seconded by Mayor Pro Tem Barnett, and approved by the following roll call vote, to have the Mid-Year Budget Review and Budget Adjustments reviewed by the Budget and Finance Committee and brought back to the City Council at the February 23, 2016 meeting.

AYES: Barnett, Collacott, Nelson and Mills

NOES: Fascenelli

ABSENT: None

ABSTAIN: None

11. Authorization to purchase new financial software for the City's finance department.

Councilwoman Fascenelli spoke about the Budget and Finance Committee meeting and discussion regarding retention being four years. Finance Director Michelle Danaher

replied a 10-year retention would be fine with the new software. She is planning on starting the process of converting to the new software on July 1.

Mayor Mills opened public comments.

Wayne Silzel, Villa Park resident, spoke about the adaptability of the program and future upgrades.

Mayor Mills closed public comments.

Finance Director Michelle Danaher said the new software program is from the company they currently use. This would provide a smoother transition and the ability to retrieve information in the old program if need be.

A motion was made by Councilwoman Fascenelli, seconded by Mayor Pro Tem Barnett, and approved by the following roll call vote, to approve the purchase of the Blackbaud, Financial Edge Software, and authorized the Finance Director to amend the budget for \$39,800 inclusive of a ten year historical conversion.

AYES: Barnett, Collacott, Fascenelli, Nelson and Mills

NOES: None

ABSENT: None

ABSTAIN: None

MAYOR AND COUNCILMEMBER MATTERS

15. Councilmember Requested Matter (Barnett): Discretionary Expenditure Policy.

City Manager Hildenbrand gave the staff report.

Councilwoman Fascenelli expressed concern that this policy may stall some projects. She said the city currently has committees that discuss and reviews these in a public format. She suggested having the city look into publicizing these projects better.

Mayor Pro Tem Barnett suggested sending emails out to the residents who are interested. He said the survey results could then be announced and placed on the agenda. It should disclose the results are advisory to the City Council and should require a 4/5 vote of the City Council to approve any changes. Mayor Pro Tem Barnett said the survey would cover projects that would affect the entire city and that infrastructure items would be exempt.

Councilwoman Fascenelli spoke in support of the 4/5 votes required with the City Council. She expressed concern that the committees are not working effectively and the possibility of looking into this as an issue.

Mayor Pro Tem Barnett said the projects that would be surveyed effect the entire city. These include discretionary items that are a large expense. He stated infrastructure items would be exempt.

Councilman Nelson suggested conducting the survey during the budget process.

Mayor Mills opened public comments.

Sandra Murg, Villa Park resident, spoke in support of sending the survey out in the citywide email feeder.

Mayor Mills closed public comments.

Councilman Nelson asked how many people are currently subscribed to the email feeder. City Manager Hildenbrand replied there are 700 to 800 subscribers, but that many residents have multiple emails subscribed. City Manager Hildenbrand said he could create a discretionary policy subscriber list of those in the public who are interested.

A motion was made by Councilman Nelson, seconded by Mayor Mills, and approved by the following roll call vote, to bring this item back to the City Council meeting on February 23, 2016.

AYES: Barnett, Collacott, Fascenelli, Nelson and Mills

NOES: None

ABSENT: None

ABSTAIN: None

16. Councilmember Requested Matter (Mills): Additional Funding for the Senior Mobility Program.

City Manager Hildenbrand gave the staff report. He relayed Mayor Mills is proposing the city fund an addition \$10,000 to carry the program out to the end of the fiscal year.

Councilwoman Fascenelli spoke in opposition for the city to fund the program. She relayed OCTA has an Access Program, which provides transportation for a minimal fee. This program is available for not only senior citizens, but also anyone who falls within

the parameters of the program. She announced on March 1st, at 4:00 p.m., representatives from the OCTA would be at city hall to speak about this program. Councilwoman Fascenelli thanked Councilman Collacott for approaching the foundation regarding a grant for this program.

Councilman Collacott spoke about the feedback he received from the Community Services Foundation. He stated a request for funding has been issued to the Community Services Foundation and that he would receive a response in February. Councilman Collacott relayed there is an additional program for senior citizens to receive transportation to their doctor appointments.

Mayor Mills opened and closed public comments since there were none.

Mayor Mills stated the reason why he brought this item forward was that he received many requests to keep this program active.

A motion was made by Mayor Mills to approve the city funding \$10,000 for the Senior Mobility program. The item did not receive a second. The motion failed.

17. Individual councilmember information items and/or required meeting attendance reports.

Councilwoman Fascenelli attended a Serrano Water Board Meeting and announced they are currently accepting applications for a vacancy in District 3.

Councilman Collacott announced he was appointed to the Environmental Regulatory Policy Committee and attended his first meeting last week.

18. Councilmember Requested Matter (Barnett): Making the Villa Park Marine Thanksgiving a City event.

Mayor Pro Tem Barnett relayed he has not received responses from the Rotary Club or the Foundation regarding his request for a \$5,000 donation. He spoke with other organizations regarding taking over this event but would still like to request the city become responsible for it. Mayor Pro Tem Barnett suggested council approval on a conditional basis. He relayed it would take 10 to 20 hours of staff time over a three to four month period. He is asking the city to handle the clerical work and phone calls for this event.

Councilwoman Fascenelli asked if the National Charity League or the League of Young Men have been contacted. Mayor Pro Tem Barnett would like to have continuity and a stable contact.

Mayor Pro Tem Barnett said he would not pursue this item anymore if City Manager Hildenbrand sees it as a burden to city staff. He would like the City Council vote on the \$5,000 donation.

Councilman Collacott and Councilman Nelson spoke in opposition of the City taking over the event.

Councilman Collacott encouraged Mayor Pro Tem Barnett to contact people in the community to volunteer. He stated the \$5,000 that Mayor Pro Tem Barnett is requesting for this event is a gift of public funds since it is not a city program.

Mayor Mills, Councilman Nelson and Councilwoman Fascenelli said they would be in support of the city donating \$5,000 to the event, but that this item would need to be brought back at the next City Council meeting.

Mayor Pro Tem Barnett spoke about what the monetary donations and what they fund. He talked about possibly changing the cost of sponsoring a marine to help with the cost. Mayor Pro Tem Barnett said the Rotary Club donation usually covers 1/3 of the cost of the event.

Councilwoman Fascenelli said she would like to contact other service programs that could take on the administration portion of this event.

Mayor Mills opened public comments.

Wayne Silzel, Villa Park resident, spoke in opposition of using taxpayers money on this event.

Sandra Murk, Villa Park resident, spoke in opposition of the city taking on this event.

Mayor Mills closed public comments.

A motion was made by Councilwoman Fascenelli, seconded by Councilman Nelson, and approved by the following roll call vote, to continue this item to the February 23, 2016 City Council meeting.

AYES: Barnett, Collacott, Fascenelli, Nelson and Mills


NOES: None

ABSENT: None

ABSTAIN: None

ADJOURNMENT

The City Council adjourned at 8:34 p.m. The next regular meeting will be held on Tuesday, February 23, 2016 at 6:30 p.m.



Greg Mills, Mayor
City of Villa Park

ATTEST:



Jarad L. Hildenbrand, City Clerk
City of Villa Park

Note: The above minutes are a summary of actions. A DVD recording of this meeting additionally serves as an official record and is available upon request from City Hall.

