

**MINUTES OF A MEETING OF
THE LEMON GROVE CITY COUNCIL
June 16, 2015**

The City Council also sits as the Lemon Grove Housing Authority, Lemon Grove Sanitation District Board, Lemon Grove Roadway Lighting District Board, and Lemon Grove Successor Agency

Call to Order

Members present: George Gastil, Jerry Jones, Jennifer Mendoza, and Racquel Vasquez.
Members absent: Mary Sessom.

City Staff present: Carol Dick, Development Services Director; Daryn Drum, Division Fire Chief; Susan Garcia, City Clerk; James P. Lough, City Attorney; Mike James, Public Works Director; Lt. May, Sheriff's Department; Tamara O'Neal, Interim City Engineer; Corinne Russell, HR Analyst, Rick Sitta, Fire Chief; and Cathleen Till, Finance Director.

Changes to the Agenda

Mayor Pro Tem Vasquez noted that a request was made to discuss item No. 5 before item No. 2.

Presentations

Mayor Pro Tem Vasquez presented Graham Mitchell, City Manager, with a Certificate of Recognition for his years of service in Lemon Grove.

The Rotary Club of Lemon Grove presented Graham Mitchell with the Paul Harris Fellow designation.

Councilmember Mendoza presented Graham Mitchell with a brick inscribed with the City Council's appreciation for his years of service and it will be placed at Civic Center Park.

Chief Rick Sitta introduced Jim Hughes, Insurance Service Offices, Inc., who provided a presentation regarding Heartland Fire and Rescue's Public Protection Classification.

Public Comment

Kerri Mixon commented about the lack of events listed on the City's website and offered possible solutions.

Joyce Suber, Groundwork San Diego, reported that they will be giving away environmentally friendly bags at the Sprouts Market.

Brenda Hammond commented on Graham Mitchell's service to the City.

Theresa Bailey commented on a proposed project near her residence.

Matthew Johnson commented on recreation opportunities in the City and asked for information related to the proposed recreation focus group.

1. Consent Calendar

- A. **Approval of City Council Minutes**
June 2, 2015 Regular Meeting
- B. **Ratification of Payment Demands**
- C. **Waive Full Text Reading of All Ordinances and Resolutions on the Agenda**
- D. **Contract Extension for Street Light Maintenance**
- E. **Sewer Service Charges for Fiscal Year 2015-2016**
- F. **Zone L Assessments for Fiscal Year 2015-2016**
- G. **Approval of Vernon Ranch Final Map for Tentative Map TM0052 located at 7012 and 7024 Mount Vernon Street**
- H. **Fire Inspector Job Description**
- I. **OES Chief Officers Reimbursement**
- J. **Amendment to the Agreement for Legal Professional Services**
- K. **Lemon Grove City Council Appointments to Commissions, Boards & Committees Appointments (2015)**
- L. **Animal Control Agreement**

Action: Motion by Councilmember Jones, seconded by Councilmember Gastil, to approve the Consent Calendar passed, by the following vote:

Ayes: Gastil, Jones, Mendoza, Vasquez
Absent: Sessom

Resolution No. 2015-164: Resolution of the Board of Directors of the Lemon Grove Lighting District Authorizing a One-Year Extension of the Existing Contract Between the City and CTE, Inc. for Street Light Maintenance and Repair for Fiscal Year 2015-2016

Resolution No. 2015-274: Resolution of the Board of Directors of the Lemon Grove Sanitation District Approving the Engineer's Report Regarding the Sewer Service Charges for Fiscal Year 2015-2016

Resolution No. 2015-165: Resolution of the Lemon Grove Roadway Lighting District Approving the Engineer's Report Regarding the Zone L Charges for Fiscal Year 2015-2016

Resolution No. 2015-3343: Resolution of the City Council of the City of Lemon Grove, California Approving a Final Map for Tentative Map TM0052

Resolution No. 2015-3344: Resolution of the City Council of the City of Lemon Grove, California Approving the Fire Inspector Job Description

Resolution No. 2015-3345: Resolution of the Lemon Grove City Council Identifying the Terms and Conditions for Fire Chief Officers Response Away from Their Official Duty Station and Assigned to an Emergency Incident

Resolution No. 2015-3346: Resolution of the City Council of the City of Lemon Grove, California Approving an Amended "Schedule of Fees & Costs" for the Agreement for Legal Professional Services with Lounsbery Ferguson Altona & Peak, LLC

Resolution No. 2015-3347: Resolution of the City Council of the City of Lemon Grove, California Approving an Agreement with the City of Chula Vista for the Provision of Animal Care and Animal Control Services

5. Diesel Exhaust Removal System Purchase

Daryn Drum reported that the Fiscal Year 2015-16 budget includes the purchase of a diesel exhaust removal system to be installed in the fire station. Because of the specialized nature of the system and because it is required to be compatible with the diesel exhaust removal systems at stations in El Cajon and La Mesa, staff recommends that the City Council consider relying on Lemon Grove Municipal Code Section 3.24.030(3), which allows exemptions to the City's purchasing policy, allowing the City to purchase the system without a formal bid process.

Public Speaker(s)

There were no requests from the public to speak.

Action: Motion by Councilmember Jones, seconded by Councilmember Mendoza, to adopt the resolution passed, by the following vote:

Ayes: Gastil, Jones, Mendoza, Vasquez
Absent: Sessom

Resolution No. 2015-3349: Resolution of the City Council of the City of Lemon Grove, California Approving a Purchase Agreement with AAIR Purification Systems for a Diesel Exhaust Removal System for the Fire Station

2. Fiscal Year 2015-16 City Calendar

Corinne Russell stated that the Lemon Grove Personnel Policies Manual establishes the Holiday Schedule for employees and the method of compensating them for holidays that fall on weekends or scheduled days off.

This proposed calendar would result in City Hall being closed between Thursday December 24, 2015 and Thursday January 1, 2016. City Hall will be open for business Monday December 21 through Wednesday December 23, 2015. If approved, the FY 2015-16 City Calendar will be posted on the City's website and made available at City Hall.

Public Speaker(s)

There were no requests from the public to speak.

Action: Motion by Councilmember Mendoza, seconded by Councilmember Gastil, to approve the FY 2015-16 City Calendar passed, by the following vote:

Ayes: Gastil, Jones, Mendoza, Vasquez
Absent: Sessom

3. Interim City Manager Agreement

Graham Mitchell reported that Mayor Sessom and Councilmember Gastil were tasked to consider candidates to serve as the City's interim city manager. Based on their recommendation to the City Council, staff was directed to prepare an employment agreement with Ms. Kathleen J. Henry.

The employment agreement includes the following significant sections:

Duties – the Interim City Manager will perform the duties, obligations, roles and responsibilities identified in Chapter 2.04 of the Lemon Grove Municipal Code, by reference, and under the direction and control of the City Council.

Term of Employment – the Interim City Manager will begin work on July 1, 2015 for a term not to exceed 960 hours and is considered an “at will” employee.

Compensation – the City will provide compensation of \$91.41 per hour for a maximum of 60 hours per pay period. The City will also provide an auto allowance \$500 per month, and mobile phone allowance \$35 per month. No benefits are included with the compensation

Public Speaker(s)

There were no requests from the public to speak.

Action: Motion by Councilmember Jones, seconded by Councilmember Gastil, to adopt the resolution passed, by the following vote:

Ayes: Gastil, Jones, Mendoza, Vasquez

Absent: Sessom

Resolution No. 2015-3348: Resolution of the City Council of the City of Lemon Grove, California Approving an Employment Agreement for Specified Interim City Manager Services

4. Fiscal Year 2015-2016 Federal COPS Hiring Program Grant

Graham Mitchell stated that the City Council expressed interest in exploring the possibility of applying for grants which would help pay for the addition of law enforcement staff for the City. In keeping the City Council abreast of available grants for this purpose, staff presents the COPS Hiring Program (CHP) grant; it is a federal grant through the Department of Justice aimed at funding state and local law enforcement agencies in an effort to increase their community policing capacity and crime prevention efforts.

The 2015 CHP three-year grant covers 75 percent of an entry-level salary and fringe benefits of each newly-hired, full-time sworn law enforcement officer in the first year. Over the next two years, the City is required to increase its level of cost coverage for the position. Any additional costs associated with the position is the responsibility of the City. This grant also requires that the City fully fund the position in the fourth year. Beginning in the fifth year the position can be eliminated. The grant application deadline is June 19, 2015.

Given the grant requirements and the law enforcement contract between the City and the Sheriff's Department, in the first year of the grant, the City would receive \$83,138 in grant funds and would pay \$115,538 to cover the remaining costs. In the first year, the grant pays for 75 percent of an entry-level deputy ($\$110,852 \times 75\% = \$83,825$).

The cost to hire a deputy, which includes start-up costs, vehicle, radio and supervision costs equals \$198,677. Overall, the grant would pay for 42 percent of the total cost with the City paying the other 58 percent (\$115,538). For the consecutive years, the City is required to commit a greater share of the cost until the fourth year in which the entire position is funded by the City.

Given the cost of the program, staff recommends against applying for the grant at this time.

Public Speaker(s)

There were no requests from the public to speak.

6. Executive Recruitment Services for a City Manager

Graham Mitchell stated that the City issued a Request for Qualifications/Proposals (RFQ/P) soliciting the services of an executive search firm to assist in the hiring of a city manager. Of the firms that responded to the RFQ/P, it is recommended that the City Council consider selecting Bob Murray & Associates to perform the executive recruitment.

Action: Motion by Councilmember Jones, seconded by Councilmember Mendoza, to adopt the resolution passed, by the following vote:

Ayes: Gastil, Jones, Mendoza, Vasquez
Absent: Sessom

Resolution No. 2015-3350: Resolution of the City Council of the City of Lemon Grove, California Approving an Agreement with Bob Murray & Associates for Executive Recruitment Services for a City Manager

City Council Oral Comments and Reports on Meetings Attended at the Expense of the City. (GC 53232.3 (d))

Councilmember Jones reported on a recent SANDAG meeting.

Councilmember Mendoza attended a Lions Club dinner, Thrive Lemon Grove and Lemon Grove Clergy meetings, League of California Cities luncheon meeting, and a tour of the new rental car facility at the San Diego Airport.

Councilmember Gastil attended the opening day of the Wildlife Habitat at the Conservation Garden, the farewell party for Graham Mitchell, and teleconferenced a LOSSAN meeting.

Mayor Pro Tem Vasquez attended Thrive Lemon Grove and the League of California Cities Administrative Services Policy Committee meetings.

City Manager and Department Director Reports

The Department Directors expressed gratitude to Graham Mitchell.

Adjournment

There being no further business to come before the City Council, Housing Authority, Sanitation District Board, Lemon Grove Roadway Lighting District Board, and the Lemon Grove Successor Agency the meeting was adjourned at 7:30 p.m.

Susan Garcia

Susan Garcia, City Clerk