



## CITY OF ATWATER

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### AUDIT AND FINANCE COMMITTEE

#### ACTION MINUTES

April 20, 2010

#### CALL TO ORDER:

*The City of Atwater Audit and Finance Committee met in regular session this date at 3:30 PM in Conference Room A of City Hall, 750 Bellevue Road, Atwater, California; Committee Chair Crabb*

#### ROLL CALL:

**Present:** Committee Members Heller, Jeff Rivero, Committee Chair Crabb  
**Absent:** None  
**Staff Present:** City Manager Wellman, Assistant City Manager Feathers, Public Works Director Church, Deputy Director of Engineering Guillette, Recording Secretary Barboa

#### APPROVAL OF MINUTES:

**MOTION:** Committee Member Heller moved to approve the minutes of the regular meeting of March 16, 2010. The motion was seconded by Committee Member Jeff Rivero and the vote was: Ayes: Heller, Jeff Rivero, Crabb; Noes: None; Absent: None. The motion carried.

#### COMMENTS FROM THE PUBLIC:

*Notice to the public was read.*

**BARBARA HELLER**, Atwater, asked Merced Sun Star Reporter Amy Starnes several questions regarding a recent article in the Sun Star on the Audit and

*Finance Committee minutes. Starnes said she would be available to speak to Barbara Heller privately after the meeting to answer her question.*

*No one else came forward to speak at this time.*

REPORTS AND PRESENTATIONS:

Verbal Update on the Sanitation Enterprise

*Public Works Director Church reported that the contract with Allied Waste is valid through the year 2012. Staff is analyzing a variety of alternative proposals and measures related to the sanitation operation.*

**MOTION:** *Committee Member Rivero moved to receive report as presented. The motion was seconded by Committee Member Heller and the vote was: Ayes: Heller, Jeff Rivero, Crabb; Noes: None; Absent: None. The motion carried.*

Verbal Update on the Water Enterprise

*Assistant City Manager Feathers reported on a proposal to call the 2003 Water Bond early. The estimated savings was \$75,000. The committee spent considerable time discussing the options.*

**MOTION:** *Committee Member Heller moved to receive report as presented. The motion was seconded by Committee Member Rivero and the vote was: Ayes: Heller, Jeff Rivero, Crabb; Noes: None; Absent: None. The motion carried.*

Verbal Update on the Wastewater Treatment Plant

*City Manager Wellman reported that the on April 15, 2010 the City received a Notice of Preparation from the County of Merced which requires a response from the City within 30 days. The committee discussed a solar array to offset electrical fees by 80 percent in the summer months. Committee Member Jeff Rivero inquired if all residents are charged the same fees for sewer services, Public Works Director Church answered that Winton residents and Castle Airport businesses are charged higher rates due to the required extra charges.*

**MOTION:** *Committee Member Jeff Rivero moved to receive report as presented. The motion was seconded by Committee Member Heller and the vote was: Ayes: Heller, Jeff Rivero, Crabb; Noes: None; Absent: None. The motion carried.*

Verbal Update on the Proposed Budget

*Assistant City Manager Feathers reported that this has been a challenging year; property tax is an issue as well as areas impacted by the State. A bright spot on the horizon is the sales taxes the City receives are stable. Committee Member Jeff Rivero commented on the overtime hours the Police Department, and offered a solution to reduce the amount of overtime hours by hiring additional police*

*officers. Assistant City Manager Feathers said staff will be evaluating this as part of the budget process.*

**MOTION:** *Committee Member Jeff Rivero moved to receive report as presented. The motion was seconded by Committee Member Heller and the vote was: Ayes: Heller, Jeff Rivero, Crabb; Noes: None; Absent: None. The motion carried.*

Verbal Update on the Cellular Phones

*Assistant City Manager Feathers provided the committee with a memorandum regarding the City's practices and uses of cellular phones. Assistant City Manager Feathers explained that the warrant list shows the funding split between the various City Departments. Committee Member Jeff Rivero stated that he met with a representative from AT&T who was able to answer all of his questions, and he was told that in December and January 2010 that some City phones switched plans, and some of the bills were contested, which accounted for the higher cellular phone bills.*

**MOTION:** *Committee Member Jeff Rivero moved to receive report as presented. The motion was seconded by Committee Chair Crabb and the vote was: Ayes: Jeff Rivero, Crabb; Noes: Heller; Absent: None. The motion carried.*

Verbal Update on Employee Development

*Assistant City Manager Feathers provided the committee with a copy of the Resolution No. 849-89 Page 46 regarding training and the Clerical Unit Memorandum of Understanding and the Side Letter of Agreement, Police June 11, 2007 regarding the training. Committee Member Heller asked how much money has been paid for the training of four City employees in his department. Assistant City Manager Feathers answered \$16,000 for nine months and \$55,000 for the other MOU related training which had all been negotiated with the Labor Associations and are City Policy.*

**MOTION:** *Committee Member Jeff Rivero moved to receive report as presented. The motion was seconded by Committee Chair Crabb and the vote was: Ayes: Heller, Jeff Rivero, Crabb; Noes: None; Absent: None. The motion carried.*

Policy for Minute Format and Submittal of Committee Official Minutes

*Assistant City Manager Feathers provided the committee with a copy of the Resolution No. 2524-10 regarding the establishment of a level of consistency with the minutes of all committees and commissions upon recommendation from the City Attorney.*

**MOTION:** *Committee Member Jeff Rivero moved to receive report as presented. The motion was seconded by Committee Member Heller and the vote was: Ayes: Heller, Jeff Rivero, Crabb; Noes: None; Absent: None. The motion carried.*

TREASURER'S REPORT: Treasurer Report for March 2010

***MOTION:*** *Committee Member Jeff Rivero moved to approve the Treasurer Report for March 2010. The motion was seconded by Crabb and the vote was Ayes: Crabb, Heller, Rivero; Noes: None; Absent: None. The motion carried.*

WINTON WAY SEWER MAIN:

***MOTION:*** *Committee Chair Crabb moved to recommend the appropriation of funds for the sewer line repair on Winton Way at Fruitland Avenue be placed on a future City Council agenda for City Council consideration and possible action. The motion was seconded by Heller and the vote was Ayes: Crabb, Heller, Rivero; Noes: None; Absent: None. The motion carried.*

COMMITTEE MEMBERS COMMENTS:

***Committee Chair Crabb – Thanks and expresses appreciation for everyone's attendance, help, and comments.***

FUTURE AGENDA ITEMS:

ADJOURNMENT:

***The meeting adjourned at 5:19 PM.***

  
CHERYL BARBOA  
RECORDING SECRETARY