



LINDSAY CITY COUNCIL MEETING: SPECIAL MEETING AGENDA

251 E. Honolulu St., Lindsay, CA 93247

Tuesday, March 24, 2020 @ 6:00PM

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Notice is hereby given that the Lindsay City Council will hold a Special Meeting, on March 24, 2020 via webinar only. The webinar address for members of the public is https://www.bigmarker.com/griswold_lasalle/3-24-2020-Lindsay-Council-Meeting Persons with disabilities who may need assistance should contact the Deputy City Clerk at least 24 hours prior to the meeting at (559) 562-7102 ext. 8020.

CALL TO ORDER: 6:00pm

ROLL CALL: Council Members Sanchez, Flores, Watson, Mayor Pro Tem Cortes & Mayor Kimball

PLEDGE: Mayor Kimball

Item 1: Public Comment

The public is invited to comment on any subject under the jurisdiction of the Lindsay City Council, including agenda items, other than noticed public hearings. Speakers shall be limited to three minutes. Unless otherwise indicated by the Mayor, Public Comment period will end after 30 minutes. Blank speaker cards are on the back table. Give the completed speaker card to the Clerk before standing at the podium. Speakers should clearly state their name before they begin.

Item 2: Consent Calendar

Routine items approved in one motion unless item is pulled for discussion

Pages 1-4

1. Addition of Bank Account Signers and Authorized Personnel

Item 3: Declaring a Local Emergency and Request For Assistance Under the California Disaster Assistance Act

Presented by Joseph M. Tanner, City Manager

Pages 5-8

Item 4: Adjourn

The next regular Lindsay City Council meeting will be held in the City Council Chambers at 251 E. Honolulu Street in Lindsay, California beginning at 6:00PM on April 14, 2020.

Materials related to an Agenda item submitted to the legislative body after distribution of the Agenda Packet are available for public inspection in the office of the City Clerk during normal business hours. Complete agenda is available at www.lindsay.ca.us. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the office of the City Clerk at (559) 562-7102 x 8020. Notification 48 hours prior to the meeting will enable the City to ensure accessibility to this meeting and/or provision of an alternative format of the agenda and documents in the agenda packet.

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: March 24, 2020
AGENDA #: 2.1
FROM: Juana Espinoza, Finance/Accounting Manager

Addition of Bank Account Signors and Authorized Personnel

ACTION Approval of Resolution 20-11

PURPOSE

- Statutory/Contractual Requirement
- Council Vision/Priority
- Discretionary Action
- Plan Implementation

OBJECTIVE(S)

- Live in a safe, clean, comfortable and healthy environment.
- Increase our keen sense of identity in a connected and involved community.
- Nurture attractive residential neighborhoods and business districts.
- Dedicate resources to retain a friendly, small-town atmosphere.
- Stimulate, attract and retain local businesses.
- Advance economic diversity.
- Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Staff respectfully recommends approval of Resolution 20-11 to change authorized personnel for financial transactions.

BACKGROUND | ANALYSIS

In accordance with the City's Financial Institutions requiring a formal council resolution in the event of a change of signers and/or authorized Plan Trustees and personnel, it is requested that City Manager and Interim Finance Director Joe Tanner and Finance and Accounting Manager Juana Espinoza be added as authorized to sign checks, financial documents and generally conduct financial business on behalf of the City of Lindsay. The other current authorized bank account signers – Mayor Pamela Kimball and Councilmember Brian Watson – shall remain the same.

Staff also respectfully recommends that Finance and Accounting Manager Juana Espinoza be added as authorized signer for the City of Lindsay's CalPERS Retirement Plan.

Staff also respectfully recommends that Director of Human Resources Mari Carrillo, Finance and Accounting Manager Juana Espinoza, and Administrative Supervisor Sandy Perez be added as authorized signers for the City of Lindsay's 457 Deferred Compensation Plan.

In accordance with the Successors and Assigns clause, the City Manager, in addition to the Mayor, shall retain authorization to sign all legal documents on behalf of the City as may be required unless otherwise specified.

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: March 24, 2020
AGENDA #: 2.1
FROM: Juana Espinoza, Finance/Accounting Manager

Bank of the Sierra Bank Accounts

XXXX6570 City of Lindsay Payroll Account
XXXX4370 City of Lindsay Wellness Center Account
XXXX2170 City of Lindsay Impound Account
XXXX0170 City of Lindsay Accounts Payable Accounts
XXXX9563 City of Lindsay Depository
XXXX5891 City of Lindsay CalHome/Home
XXXX5840 City of Lindsay CDBG

LAIF

XXXX4454 Local Agency Investment Fund

CalPERS

California Public Employees' Retirement System

457 Deferred Compensation Plan

Employee Defined Contribution Plan

ALTERNATIVES

- Approve Resolution 20- 11 as recommended
- Do not approve Resolution 20-11 as recommended and provide direction to staff

BENEFIT TO OR IMPACT ON CITY RESOURCES

Approval of Resolution 20-11 will allow for improved continuity in delivery of financial services provided by the City of Lindsay to its current and former employees, as well as its vendors by directly addressing the number of authorized signers available to conduct financial transactions on behalf of the City.

ENVIRONMENTAL REVIEW

Not required by CEQA
 If required by CEQA:

PUBLIC OUTREACH

Posted in this agenda
 Additional public outreach:

ATTACHMENTS

- Resolution No. 20-11
-



RESOLUTION OF THE CITY OF LINDSAY

NUMBER 20-11

TITLE **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY ADDING AN ADDITIONAL SIGNER TO THE CITY OF LINDSAY BANK ACCOUNTS UNDER EIN #94-6000357 AND CALPERS RETIREMENT PLAN AND ADDITIONAL SIGNERS TO THE DEFERRED COMPENSATION ACCOUNT ONLY.**

MEETING At a regularly scheduled meeting of the City of Lindsay City Council held on March 24, 2020 at 6:00PM at 251 E. Honolulu Street, Lindsay, CA 93247.

WHEREAS, the City of Lindsay, a political subdivision of the State of California has various Bank accounts for the exclusive needs of the City of Lindsay; and

WHEREAS, the City of Lindsay has need to amend signers on the City Bank Accounts and change authorization for those signers as well as documents that may need to be signed relative to the City’s CalPERS Retirement Plan and Deferred Compensation Plan; and

WHEREAS, the City Council recognizes that the City Manager is the Interim Finance Director and Interim City Treasurer until a permanent Finance Director is hired.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LINDSAY DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City of Lindsay hereby authorizes amending signers on the City of Lindsay Bank and Investment Accounts (EIN#94-6000357), via resolution as described by Lindsay Municipal Code, Section 3.01.

SECTION 2. The following shall be retained as authorized signers for the City of Lindsay Bank Accounts under City of Lindsay EIN#94-6000357, ADDING City Manager and Interim Finance Director Joseph M. Tanner and Finance and Accounting Manager Juana Espinoza, and RETAINING Mayor Pamela Kimball and Councilmember Brian Watson.

SECTION 3. The following shall be retained as authorized signers for the City of Lindsay Accounts, ADDING Juana Espinoza to CalPERS Retirement, and ADDING Mari Carrillo, Juana Espinoza, and Sandy Perez to the Deferred Compensation Plan only and excluding any and all others who may have been granted authorization.

SECTION 4. This resolution shall be effective immediately upon its approval and adoption.



RESOLUTION OF THE CITY OF LINDSAY

SECTION 5. The Mayor, or presiding officer, is hereby authorized to affix her/his signature to the Resolution signifying its adoption by the City Council of the City of Lindsay, and the City Clerk, or his duly appointed deputy, is directed to attest thereto.

PASSED AND ADOPTED by the City Council of the City of Lindsay as follows:

MEETING DATE	March 24, 2020
MOTION	
2 nd MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

Juana Espinoza, Deputy City Clerk

Pamela Kimball, Mayor

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: March 24, 2020
AGENDA #: 3
FROM: Joseph M. Tanner, City Manager

DECLARING A LOCAL EMERGENCY AND REQUEST FOR ASSISTANCE UNDER THE CALIFORNIA DISASTER ASSISTANCE ACT

ACTION Approval of Resolution 20-12

PURPOSE

- Statutory/Contractual Requirement
- Council Vision/Priority
- Discretionary Action
- Plan Implementation

OBJECTIVE(S)

- Live in a safe, clean, comfortable and healthy environment.
- Increase our keen sense of identity in a connected and involved community.
- Nurture attractive residential neighborhoods and business districts.
- Dedicate resources to retain a friendly, small-town atmosphere.
- Stimulate, attract and retain local businesses.
- Advance economic diversity.
- Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Adopt Resolution 20- XXX Proclamation Declaring a Local Emergency in the City of Lindsay.

BACKGROUND | ANALYSIS

The coronavirus (COVID-19) is a respiratory disease which the Centers for Disease Control and Prevention (CDC) considers to be a very serious public health threat with outcomes ranging from mild to severe sickness and death. On March 4, 2020, Governor Newsom declared a state of emergency in the State of California due to the number of confirmed cases of COVID-19 in the state. On March 12, 2020, Tulare County declared an emergency due to the confirmed case of COVID-19 at Sierra View Medical Center in the city of Porterville. On March 13, 2020, Governor Newsom announced that California public health officials have determined that gatherings of more than 250 people should be postponed or canceled across the State at least until the end of March. On March 19, 2020 the Governor issued a Stay at Home Order.

To date the City has responded to the pandemic by closing or limiting public access to City buildings. The Police, Community Development, City Manager lobbies are closed to the public. The Wellness Center has closed and suspended all recreational and youth activities but did allow a scheduled event to take place because it followed the County's recommended guidelines on capacity. The Finance lobby remains open with the same operating hours but only one customer at time is allowed.

A disaster declaration allows for certain reimbursements from the State to local Cities and County that incur costs for dealing with the emergency. It also gives public officials the right to exercise emergency

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: March 24, 2020
AGENDA #: 3
FROM: Joseph M. Tanner, City Manager

powers to preserve life, property and public health in response to a disaster. Some of these powers include: the ability to obtain vital supplies, equipment and other needed items; ordering evacuations and/or controlling access into disaster zones; suspending certain regulations; and requesting Federal and State government assistance for recovery. All City employees serve as registered disaster service workers and can be redeployed by the Emergency Services Director as necessary. The majority of the City's employees are considered essential (namely, administration, Police, public works and finance staff) and are required to continue to provide essential services to the community. At this point the Town has not activated its Emergency Operations Center (EOC) but stands ready to do so should it become necessary.

ALTERNATIVES

- Approve Resolution 20- 12 as recommended.
- Do not approve Resolution 20-12 as recommended and risk losing financial support from the State of California.

BENEFIT TO OR IMPACT ON CITY RESOURCES

Approval of Resolution would mitigate some of the costs to deal with the emergency. It is currently unknown the long-term effects of a prolonged emergency.

ENVIRONMENTAL REVIEW

- Not required by CEQA
 If required by CEQA:

PUBLIC OUTREACH

- Posted in this agenda
 Additional public outreach:

ATTACHMENTS

- Resolution No. 20-12



RESOLUTION OF THE CITY OF LINDSAY

NUMBER 20-12

TITLE RESOLUTION OF THE CITY COUNCIL OF CITY OF LINDSAY, CALIFORNIA
DECLARING A LOCAL EMERGENCY AND REQUEST FOR ASSISTANCE
UNDER THE CALIFORNIA DISASTER ASSISTANCE ACT.

WHEREAS, City of Lindsay Municipal Code Chapter 2.44 provides for the preparation and carrying out of plans for the protection of persons and property within the City of Lindsay in the event of emergency or disaster; and,

WHEREAS, Chapter 2.44 provides for the preparation and carrying out of plans for the civil defense of persons and property within the city in the event of a disaster and to provide for the coordination of the civil defense and disaster functions of the city with all other public agencies and affected private persons, corporations and organizations; and

WHEREAS, in the event of the occurrence of a state of extreme emergency or a state of disaster caused by an act of God, pestilence, flood, earthquake or any other causes whatsoever, the mayor of the city is authorized to declare a state of emergency or disaster without the necessity of convening the city council for action thereon.; and

WHEREAS, the Governor of California declared a Statewide state of emergency due to the COVID-19 virus on Wednesday, March 4, 2020; and

WHEREAS, the City Council of the City of Lindsay does hereby find the aforesaid conditions of extreme peril did warrant and necessitate the proclamation of the existence of a local emergency in the City of Lindsay; and

WHEREAS, the Director of Emergency Services of the City of Lindsay shall be the City Manager; and

WHEREAS, the City Council of the City of Lindsay does hereby find that local resources are unable to cope with the effects of said emergency; and

WHEREAS, these conditions of disaster or extreme peril necessitate the proclamation of a local emergency to enable the City of Lindsay to adequately plan, prepare and preposition resources to be able to effectively respond to the threat posed by COVID-19; and

WHEREAS, preparing for, responding to, mitigating, and recovering from the spread of COVID-19 requires the City to divert resources from normal day-to-day operations, and has and will continue to impose extraordinary requirements on and expenses to the City; and



RESOLUTION OF THE CITY OF LINDSAY

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Lindsay hereby declares a local emergency due to the existence or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the City of Lindsay; and

IT IS FURTHER RESOLVED AND ORDERED that the local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Lindsay; and

IT IS FURTHER RESOLVED AND ORDERED that during the existence of said local emergency the powers, functions and duties of the City of Lindsay and its City Manager shall be those prescribed by state law, and by the charter, ordinance and resolutions of the City of Lindsay; and

IT IS FURTHER ORDERED that a copy of this Resolution be forwarded to the State Director of the Office of Emergency Services; and

IT IS FURTHER ORDERED that the City Manager, of the City of Lindsay, is hereby designated as the authorized representative of the City of Lindsay for the purpose of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available State and Federal assistance.

PASSED AND ADOPTED by the City Council of the City of Lindsay as follows:

MEETING DATE	March 24, 2020
MOTION	
2 nd MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

Juana Espinoza, Deputy City Clerk

Pamela Kimball, Mayor