

MINUTES OF THE JOINT SPECIAL MEETING OF MADERA CITY COUNCIL, REGULAR MEETING OF THE MADERA CITY COUNCIL AS THE SUCCESSOR AGENCY TO THE FORMER MADERA REDEVELOPMENT AGENCY, AND SPECIAL MEETING OF THE MADERA CITY COUNCIL AS THE SUCCESSOR HOUSING AGENCY, CITY OF MADERA, CALIFORNIA

October 12, 2016
6:00 p.m.

City Hall
Council Chambers

1. CALL TO ORDER

Mayor/Housing Authority Commissioner Robert L. Poythress opened the Special Meeting of the City Council, Regular Session portion of the Regular Meeting of the Housing Authority of the City of Madera and the Joint Special Meeting of the Madera City Council, Regular Meeting of the Madera City Council as the Successor Agency to the former Madera Redevelopment Agency, and Special Meeting of the Madera City Council as the Successor Housing Agency at 6:00 p.m. and called for the roll call.

ROLL CALL

Present: Mayor/Commissioner Robert L. Poythress
Mayor Pro-Tem /Vice- Chairperson Charles F. Rigby
Council Member/Commissioner Cecelia K. Foley Gallegos
Council Member/Commissioner Andrew J. Medellin
Council Member /Commissioner William Oliver
Council Member/ Chairperson Derek O. Robinson Sr.
Council Member/ Commissioner Donald E. Holley

Absent: None

Successor Agency staff members present: Executive Director Jim Taubert, Business Manager Bob Wilson, City Attorney Brent Richardson and Recording Secretary Claudia Mendoza

City of Madera staff members present: City Administrator David Tooley, Madera Police Chief Steve Frazier, Neighborhood Outreach Assistant Christina Herrera, Neighborhood Outreach Consultant Yuliana Franco and Certified Crime Intelligence Analyst Lacey Burleson.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Poythress.

PUBLIC COMMENT – REGULAR SESSION

The first fifteen minutes of the meeting are reserved for members of the public to address the Council/Agency on items which are within the subject matter jurisdiction of the Council/Agency. Speakers shall be limited to three minutes. Speakers will be asked to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Mayor has the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Council/Agency are prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council/Agency does not respond to public comment at this time.

No public comments were offered.

PRESENTATIONS

There are no items for this section.

INTRODUCTIONS

There are no items for this section.

2. WORKSHOP

Neighborhood Watch Workshop

Yuliana Franco, Neighborhood Outreach Consultant and Christina Herrera Neighborhood Outreach Assistant addressed members of City Council on behalf of Neighborhood Revitalization Department. They reported that they have been successful in growing the Neighborhood Watch Program, but would like to make sure that growth continues and everyone is giving their input.

Derek Robinson stated that he thinks that we should have a welcoming committee and introduce new residents to all of the activities throughout the city.

Mrs. Franco also stated that we would like to improve the Neighborhood Watch meetings. In order to attain our citizen's attention we wanted to structure each Neighborhood Watch meeting differently. We want to focus on improving the Neighborhood Watch meetings by addressing time allocation, the concerns of the citizens and keeping the citizen's attention. We want to structure each Neighborhood Watch meeting differently so that each one has its own perspective on what's going to happen. We want your opinion. In order to make sure that our time allocation is okay, they presented three scenarios.

Council Member Medellin stated that he had a concern about the timeline. We were asking people to be there at 6:00 p.m., but depending on the weather or time of the month we would have only 2-3 folks at the meeting. Also, it is overwhelming because we had speeches by city staff and by the time the Q&A session started it was 7:00 p.m. By then, either we lost interest or just got the party started. He liked that three different phases of the meeting with something different to accomplish each time was proposed. He reiterated that nine out of ten times we're doing Neighborhood Watches because there's a concern in the neighborhood. Usually that concern involves our police department. He would like meeting one, phase one to be about the police department and thinks they can answer all if not most of the questions or concerns that the neighborhood has. Make the meeting about trust and building that relationship. We can do a lot of listening and a whole lot less speaking on our part. We want it to be more of the focus of what it is nationally, which is PD and making sure that they're establishing that relationship and building that relationship so that they are the first point of contact.

Mrs. Franco stated that we still want to incorporate the City Council that's why we have you both the first meeting and the last meeting when you're more than welcome to attend the second meeting but it's not mandatory at that time. We want the police department to come in and be that relationship. This is something that we've already talked to Chief of Police and they want to participate more in Neighborhood Watch. It will be more focused on the relationship building between the police department and our citizens. It's going to be less focused on Animal Control and Code Enforcement.

Mrs. Franco asked the Council what is the Council's expectations and how many meetings would you like to see a week. What is the number of established neighborhoods you would like to see in 2017?

Council Member Oliver asked what is the attrition rate? How many neighborhoods are continuing to meet? Do we have any data? Ms. Herrera responded that it is around 50%. We let the neighborhood's know that we are there for them. At the third meeting, Lacy will tell them how we can stay connected.

Council Member Oliver stated before we set out goals for number of Neighborhood Watch meetings are held every week or year, it would be good to wrap our head around those data points. Because if 90% are falling off, those first three meetings were great but there might be something missing there. I am really interested to see at the success of meeting for the fourth, fifth or sixth time. What they are doing differently to ensure that we still have that line of communication still open, and if our staff is circling back and checking in to see what are the new concerns. He also stated that he agreed with Council Member Medellin's points in that we need to listen more and we certainly for that first meeting have police guide that discussion.

Council Member Oliver stated that he is aware that the meeting information is summarized. But, what are we doing with that information. We collect valuable data from the field on neighborhood concerns and are we tracking that info today. Are we comparing it to years prior? Ms. Herrera responded that she normally makes a summary report of each meeting, she follows up on any concerns, and keeps that information in the neighborhood's file. On the second meeting we will give a status on the previous meeting's concerns. Mrs. Franco responded that we don't have anything currently in place to track statistical data in regards to that and at this point we're not structured to collect that information that you're probably looking for. Council Member Oliver stated that he understands that there's a lot of complexities that go into that type of data analysis but thinks at minimum it might be good to start collecting basic information and qualitative and quantitative information that five years from now there might be a need for a statistician on staff or analyst on staff to go back into and to crunch that information.

Council Member Oliver also stated that Neighborhood Watch in his eyes is the last vestige of Vision 2025. He and Mayor Poythress were part of that effort and spent eighteen months of going out collecting everybody's input, concerns, ideas and went through a painstaking process to turn that into an action document. If we're looking for opportunities and meetings (4) four, (5) five or (6) six, it would be interesting to take some of the old elements that we have of our action plan that we haven't necessarily freshened up and to gauge what how that rests in the community today. He thinks that's we have the best foundation there through Neighborhood Watch with Vision 2025 to continue that. What folks don't want is to see is a Neighborhood Watch be a program that is put on the shelf and we're not circling back and engaging. There's a tremendous opportunity to build off the success and all that you guys are doing, the Council's engagement and commitment to this. Executive Director Taubert responded that internally we spend quite a bit of time talking about what to do beyond that third meeting. Andy you are absolutely correct. Ninety percent of the time, the first meeting is a result of concerns on robbery, speeding or drugs. Once we start addressing some of those issues with the residents and show them how they can address some of those issues themselves. We got a statistician a previous employee and graduate of Georgetown moving back to Madera. We think he's going to help the data collection process. We have started doing exactly what you're talking about, Will, we just ran out of horses.

Council Member Rigby asked how often are we meeting with the Neighborhood Watch leadership? Ms. Herrera responded we have about (3) three meetings a year. Council Member Rigby stated that he believes that relationship is just as vital as the one that is had amongst neighbors. He also commended the staff for a job well done. Neighborhood Watch is great and

this is a good problem to have. We are in a place that we can dream, how can we make this vehicle for our city even better. This has allowed us at City Hall to deliver services that would otherwise we would not deliver because people are not filling the Council Chamber to discuss what is going on in their neighborhood or city. He encouraged staff to look at how we can grow the relationship between captains and leadership. Where are we encouraging them and empowering or licensing them so they can go back into the neighborhood and take full ownership of the responsibility that they volunteered for and reminding them that they signed up for this. He is unsure if this looks like a summit of leaders meeting with the Council being able to thank them personally with a luncheon or something where we can be more involved in the process. He believes this time next year we will pass 100 established neighborhoods. He would not necessarily spend time on the number game, but spend more time on where are we resourcing, where are we spending time and energy in. Because staff's time and energy is so valuable and we can only go to the tank so often. Where can we begin to maximize that opportunity. If we are meeting with leadership more often and feel like we have a stronger core of neighborhood leaders maybe we don't have to rely on staff so much. He would like to see if a super captain of two or three came out of the Neighborhood Watch Program. Super captain volunteers can do all the footwork that staff have to go out and do, they are knocking on the doors and establishing Neighborhood Watch groups in other parts of the city. If we license them to do more and show them we trust them with that, eventually they are going to work themselves into a position they would be proud of and want to grow. I think we are rewriting the script. He foresees a lot of cities being able to come here and ask Neighborhood Revitalization how did this become such a successful program.

Council Member Medellin stated that he loves that term Super Captain. He also loves the feedback. But the theme he is hearing is we are thanking the police, 90% of concerns are filtered through the police, we are short staffed at Neighborhood Revitalization, we use Lacy as a crime analyst. I think that PD is a large untapped resource to help or engineer what we are trying accomplish in a sense that if the majority of the calls are of a police nature, then that data would be used not only for us as a council to improve things but to fight crime and what we are trying to do in the neighborhoods. If we have a crime analyst that would be to him would be a smart way to go to feed everybody who is looking for those particular answers. And now we have actually helped each officer. That gives us data on how we can improve and what we should be looking at. What better way to put that data in the hands of the police and how we patrol or combat crime. He would like to hear from Chief Frazier and Lacy on their take where they would like to see this. One common thread is trust with the Police Department.

Chief Frazier stated that he wanted to point out that our percentage of Neighborhood Watch that drops off is more like 19% and that is demonstrated in the three times we meet with neighborhood groups where we have 55 people that regularly commit to that. It is an astounding accomplishment on behalf of our Code Enforcement. They keep in touch. When they have Neighborhood Watch meetings or (3) three leaders meetings a year, which is keeping in touch. It is not our function as PD or Code Enforcement to go to every meeting because we do expect them to act autonomously. Their job is to establish a neighborhood that is self-reliant and work with their neighbors to solve their problems at the lowest levels. When we send them out on their own on the third meeting. It is not our job to meet with the group collectively but to maintain contact with that established leader and make sure that open line of communication. Our Neighborhood Revitalization does that exceedingly well. We would not be here without their commitment and the time they spend on that. Part of what they are describing tonight is the creation of a Neighborhood Watch is just that. You are creating something. Not just a partnership but you are giving people in a small focus group/neighborhood the tools to be their own police

department to be their own problem solvers. That is the mission of Neighborhood Watch. It is not for us to become a surrogate mother/father for that neighborhood and deal with those problems, but to give them tools to do that on their own. In part of what we have talked about is making sure we do not dilute this to the point to where the message is getting lost and when we have Code Enforcement, Water Patrol and everyone else out there, we do not get to build a Neighborhood Watch. If you get neighborhoods to take ownership and responsibility of their problems, that reduces the impact on the community and it improves the community substantially. It is our goal of those (3) three meetings is to establish that and Neighborhood Revitalization makes sure we stay in touch by having the three neighborhood leaders meeting a year. It not only demonstrates that 20% but at National Night Out were we have 60 people participating. The numbers say 19% dropped off but they are not gone entirely. They are still participating, but not at the level we would like to see. What has made Neighborhood Watch more valuable in that partnership with the PD is having the City Council's involvement and presence at each meeting. We hope to continue that, but just tweak things to the point where we have the opportunity to truly establish something. We want to talk about what Neighborhood Watch is. We want to help them establish their hierarchal structure relative to who the block leader is, building that phone tree and giving them the contacts to reach out to Council, Public Works all these entities that provide service to them. We want their involvement in taking control of their block. I know Christina, Lacy and Yuliana are on board, they see that. Their point is to present this is to scale back a little bit and make sure that we get things built. It is like asking the baby to walk before giving it any skill. It is a recipe for failure. We have been hugely successful we want to make sure we continue to be successful.

Council Member Holley stated that he finds is that it gives the neighborhood a sense of knowing who the officer is in their district. It builds that trust in the neighborhood to ask questions. Having an officer present makes that happen at every meeting and he does not want to see that go away. Then having a police officer there is priority number one in that neighborhood. Priority number two is Code Enforcement. There is a lot of things that may go on that neighborhoods do not know how to get that taken care of. These two things he looks at. These two concerns he hears about. All those things to him, people are asking about. Code Enforcement has stepped up to find out when we have the Council members there. It gives the neighborhoods the sense that we are concerned about their neighborhood. How do we want to revamp this? He doesn't think we are in a bad way, everything he attends is positive. Sure we can rewrite, but don't change what is working. Chief Frazier responded he does not think there is any interest in changing that. But this goes back to where you have too many bosses and you get confused. It is when we have (4) four or (5) five different agencies that are ready to respond, then data collection becomes impossible because we are unaware of what is happening. If we introduce Neighborhood Revitalization and Madera Police Department as your problem resolution, then we can pay attention to that data and make sure we are fixing that data. But if they are going through other entities to get things accomplished, then we don't know what we don't know. Part of what creating Neighborhood Watch establishes that relationship. They can call Christina and to report that they have a light out, she can then contact Public Works and take care of that. So it is a central repository of information and help for the Neighborhood Watch. If we do not follow that, getting that data becomes impossible, unless you will have other agencies reporting through Neighborhood Revitalization and then it may become too difficult. So that establishment is to create that relationship and partnership in so that we can move forward with information and helping them help themselves.

Mayor Pro-Tem Rigby asked how would you suggest we include other agencies in our city we feel like could have a great building relationship. Chief Frazier responded that is not

Neighborhood Watch. The first (3) three meetings are dedicated to Neighborhood Watch and then on your fourth meeting you would like to bring in school council then you can then go through Christina and she talks with the neighborhood leader. Mayor Pro-Tem Rigby stated that he was hoping. Now that we have that, how do we reconnect so we do not get that drop-off. Now that we have established, we bring them back with the opportunity to meet.

Chief Frazier stated that the realtors are interested in the Neighborhood of Choice and they want to attend Neighborhood Watch meetings. He is okay with that as long as the Neighborhood Watch is established. If it is not established Neighborhood Watch, you jeopardize confusing neighborhoods understanding what Neighborhood Watch is. This is the difficulty we are running up against. We have gotten our priorities a little mixed up. Anything beyond that is gravy, but we need to establish what Neighborhood Watch is.

Mayor Poythress stated that he looked up best practices of Neighborhood Watch. There's something called the Neighborhood Watch Manual it's put out by the D.O.J. and there is thirty seven pages. It's very law enforcement focused. Chief Frazier responded that we follow that manual and we give that to the neighborhood leaders at the end of the third meeting. We have something unique here. I can guarantee you can go across this nation and you will not find the involvement that we have with our Council and neighborhood watch. It is unique and it's only unique in that in the component of the regularity of it. I don't know that we've had a Neighborhood Watch meeting that hasn't had a Council member there. Sometimes multiple Council members there. That's unique and it serves a very significant purpose and has been very valuable. Having the Council there in support of that just absolutely reinforces what it is that we're trying to accomplish. And again it's very unique and it's very beneficial.

Mayor Poythress stated any effort that doesn't have leadership there leading the way, people look at it as must not be very important. You know it's not a priority. It is a good thing having everybody there. Tuesdays and Thursdays are great nights to meet and if you think about it from a practical standpoint, you can't have meetings all year around because people aren't interested in meeting. Late November, December and January. Maybe in the February so it's really when the weather gets better and then in the heat of the summer can also create some issues so maybe you only have (7) seven good months. Pack as many as you can in in there and get moving because we've got more neighborhoods.

Mayor Poythress stated a couple weeks ago Channel 30 was here reporting robberies in Madera and asked if that neighborhood was ever contacted to put together a Neighborhood Watch. Mrs. Herrera responded yes they were contacted and will be having their second Neighborhood Watch Meeting tomorrow. Chief Frazier added that story was not accurate because those burglaries while they occurred next door to each other, were (6) six months apart. It wasn't like they were hit simultaneously from (1) one night to the next. He wanted to clarify that (2) two burglaries do not create a hot spot. He wanted to make sure that that we're all speaking the same terminology. A hotspot is derived when you have multiple offenses in an area and we looked at that and that didn't register as a hot spot which is probably why there wasn't any attention paid to that. But he also pointed out that when we go to these Neighborhood Watch meetings and there is a problem, we give people the tools to handle that. We leave it for them to resolve. But if it cannot be resolved by them, we pull a case. We have 47 cases related to Neighborhood Watch. When we pull that case, everybody adds to that when they work in furtherance of resolving that issue. He could print you 47 reports that shows you the things that we've done. It would be a little a little lengthy but we are responsive to their requests. We pay attention to that and we do resolve them. When we go back to that second meeting we can show them what we've done based upon

their first request. We are doing the due diligence to make sure that we don't just give them lip service.

Mayor Poythress also stated it's so vital to circle back to those neighborhoods that were established (3) three or (4) four years ago and make sure they're still going. When he was knocking on doors last spring some had these little Neighborhood Watch things and noticed they're not from this effort. They were from years ago and they just died off. That's why it's so vital that we continue circling back and not be complacent. Council Member Medellin stated that this is called Neighborhood Watch sprawl. He and Christina talked about this before. We have tried to revisit some of them but it's very important to go back and reestablish because just missing (1) one person or a couple of people should not be a reason to overlook them.

Council Member Medellin asked if we have a number a central number or hotline to call. We need to be singing the same song when we go to a Neighborhood Watch meeting. There is a hotline to call for any question that we've discussed over the last (3) three meetings. We can elaborate with an F.A.Q. on our website. Chief Frazier stated those numbers have been provided to them and will continue to be provided. He would like to encourage the Council members when they get those calls that you refer them to those numbers, Lacy and Christina. In that way we can make sure that we're keeping on top. Also he noted that we used to send an officer to every Neighborhood Watch leader twice a month and we were asked to discontinue that because we were showing up at their house too frequently. You have to strike a balance of being a little too intrusive and wanting to be successful. We're still trying to find where that is exactly what you know what neighborhood leaders really expect from us. So we don't visit them twice a month anymore. They get once a quarter visits and that was based on feedback from them. He knows that they reach out extensively to people on a continual basis. Until they recognize that there's a problem or that they have ownership to that you can only do so much with them. He knows that they're very diligent and keeping them active and engaged but it does take their agreement to do that.

Mayor Poythress asked for additional comments or questions. There were none.

Mayor Poythress called for the items as listed on the Consent Calendar.

3. CONSENT CALENDAR

- 3A. Minutes of the Joint Meeting of the Special Meeting of the Madera City Council, Regular Meeting of the City Council as the Successor Agency to the former Madera Redevelopment Agency and Special Meeting of the Successor Housing Agency – September 14, 2016 (City/Successor Agency/Successor Housing Agency)**
- 3B. Code Enforcement Activity Report (City)**
- 3C. Code Enforcement Funds Collection Report for Period Ending September 30, 2016 (City)**
- 3D. Update on Neighborhood Outreach Activities (City)**
- 3E. Consideration of Resolutions Pertaining to the Riverside Villas of Madera Project RDA Project No. 06-S-04-Rebid (Successor Agency/ Successor Housing Agency)**
 - 3E.1 Resolution of the City Council of the City of Madera as the Successor Housing Agency to the former Madera Redevelopment Agency, Approving an Increase in the Construction Contingencies and Approving Change Order**

No. 1 In the Amount of \$57,376.39 for the Riverside Villas of Madera Project RDA Project No. 06-S-04-Rebid and Authorizing Construction Contingencies of up to 10%

3E.2 Resolution of the City Council of the City of Madera as the Successor Agency to the former Madera Redevelopment Agency of the City of Madera, California, Rescinding Resolution No. 16-09

Mayor Poythress asked members of the Council if there were any items on the Consent Calendar they wished to have pulled for further discussion. There were none.

On motion by Council Member Rigby seconded by Council Member Oliver the Consent Calendar was approved unanimously as presented by the following 7/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Foley Gallegos, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: None; resulting in the unanimous approval of the Minutes of the Joint Meeting of the Special Meeting of the Madera City Council, Regular Meeting of the City Council as the Successor Agency to the former Madera Redevelopment Agency, and Special Meeting of the Successor Housing Agency for September 14, 2016.

4. PROJECTS AND REPORTS

There were no items for this section.

5. AGREEMENTS

There were no items for this section.

6. HOUSING

6A. Informational Report on the Asbestos Abatement and Demolition of 702 and 706 Lilly Street, Madera, CA (Successor Housing Agency)

Business Manager Wilson gave an update on what has taken place at 702 and 706 Lilly Street. The Successor Housing Agency went out to bid and we have (3) three contractors bidding on the asbestos and (4) four contractors bidding on the demolition. 702 Lilly Street, Selsor Demolition was the winning bidder at \$18,460.00 and Central Valley Environmental was the lowest asbestos bid at \$1,520.00. Asbestos has been removed from that property and it is going through its (10) ten day waiting period before Selsor can come in and do the demolition. 706 Lilly Street is a vacant house. The winning bidder for both abatement and asbestos is Central Valley Environmental with \$4,728.00 for asbestos and \$14,925.00 for abatement. Central Valley Environment is a DOSH contractor. This licensing allows the contractor to abate asbestos material containing less than 1% asbestos during demolition. Once we get everything demolished we already have Blair, Church and Flynn under contract to start designing the subdivision with the infrastructure.

Council Member Medellin asked are we planning on doing street or a cul-de-sac. What is on the horizon? Mr. Taubert responded it will be Keith's call. But he is not excited about a connector street because it will come right out where the parking lot is and create a problem. Probably a cul-de-sac or walkway we would definitely do something like that based on the number of people. Mr. Wilson stated that there is one interesting alignment there. We have Lilly that runs in front of the school and Adelaide which is on the other side of the property. The one street that runs right into the front of the school. There's a cul-de-sac that heads straight into the property we're talking about. That could be punched right through and come back out on Adelaide. But we have to

discuss that. The alignment of the properties works out to where we could put it in and he has talked to Keith about the walk way and really doesn't seem in favor of that because they don't want the kids to cross in the middle.

Mr. Taubert stated that we will keep you in the loop as we go through various design alternatives.

7. GENERAL

There are no items for this section.

8. AGENCY MEMBER REPORTS

Council Member Robinson attended a mock interview with Madera North Campus students. He interviewed about 15 students and tried to encourage them.

Council Member Foley Gallegos had nothing to report.

Mayor Pro-Tem Rigby reported that last week he attended his first League of Cities conference and had a great time. He sat in on several workshops from financing to how cities were dealing with their homelessness population. He took in a lot of great information, made great connections and is looking forward to the future. It was informative and he enjoyed it greatly.

Council Member Holley stated that we need to get involved in walking to school in the path that the students take. I think as a parent or as a Council we need to try to get more involved.

Council Member Medellin had nothing to report.

Council Member Oliver had nothing to report.

Mayor Poythress reported he attended a town hall put on by Madera Police Department in regards to the various propositions and local tax measures. It was relatively well attended and a lot of questions were answered.

9. CLOSED SESSION

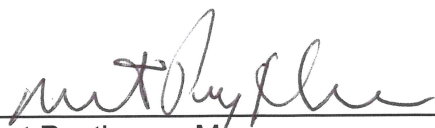
There are no items for this section.

10. ADJOURNMENT

Mayor Poythress adjourned the Joint Special Meeting of the Madera City Council, Regular Meeting of the Madera City Council as the Successor Agency to the former Madera Redevelopment Agency, and Special Meeting of the Madera City Council as the Successor Housing Agency at 6:58 p.m.



Claudia Mendoza, Recording Secretary



Robert Poythress, Mayor