



**ACTION MINUTES**  
**REGULAR MEETING OF THE CITY COUNCIL**

**January 28, 2025, 6:00 p.m.**  
**Hybrid City Council Chamber/Virtual Zoom Meeting**  
**215 East Branch Street, Arroyo Grande**

Council Members Present: Mayor Caren Ray Russom, Mayor Pro Tem Kate Secrest, Council Member Jim Guthrie, Council Member Jamie Maraviglia, Council Member Aileen Loe

Staff Present: City Clerk Jessica Matson, City Attorney Isaac Rosen, City Manager Matthew Downing, Assistant City Manager/Public Works Director Bill Robeson, Community Development Director Brian Pedrotti, Administrative Services Director Nicole Valentine, Fire Chief Scott Hallett, Police Chief Michael Martinez, City Engineer Shannon Sweeney

**This meeting was conducted in a hybrid in-person/virtual format.**

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**1. CALL TO ORDER**

Mayor Ray Russom called the Regular City Council Meeting to order at 6:00 p.m.

**2. ROLL CALL**

City Clerk Matson took roll call.

**3. MOMENT OF REFLECTION**

**4. FLAG SALUTE**

Mayor Ray Russom led the flag salute.

**5. AGENDA REVIEW**

**5.a Closed Session Announcements**

None.

**5.b Ordinances read in title only**

Moved by Mayor Ray Russom  
Seconded by Council Member Guthrie

Move that all ordinances presented at the meeting shall be read by title only and all further readings be waived.

Passed (5 to 0) by voice vote.

## **6. SPECIAL PRESENTATIONS**

### **6.a Honorary Proclamation Declaring February 2025 as Black History Month**

Mayor Pro Tem Secrest read the Honorary Proclamation Declaring February 2025 as Black History Month. Cheryl Vines, NAACP SLO, accepted the proclamation.

No action was taken on this item.

### **6.b Introductions and Oaths of Office – FCFA Fire Captains Bennet, Hinden and Firefighters Burroughs, Deurloo, Hurtado, Muraki, Vassaur**

Five Cities Fire Authority Chief Hallett introduced Captains Ian Bennet, Hinden, and Firefighters Burroughs, Deurloo, Hurtado, Muraki, Vassaur, and highlighted their education and experience. Clerk of the Board Tricia Meyers administered the Oaths of Office and family members assisted in the badge pinning.

### **6.c City Manager Communications**

City Manager Downing commented on the promotions and new hires at the FCFA; Lopez water litigation; Volunteer Appreciation event and the over 4,000 hours of volunteer service to the community; next steps for Measure E-24 funds and February 10th Special City Council goal-setting meeting; Cornwall Watermain Replacement project and traffic implications; and Traffic Way Bridge Project meeting with Village business owners.

No action was taken on this item.

## **7. CITY COUNCIL REPORTS**

The City Council provided brief reports from the following committee, commission, board, or other subcommittee meetings that they attended as the City's appointed representative.

### **7.a MAYOR RAY RUSSOM:**

1. Audit Committee
2. California Joint Powers Insurance Authority (CJPIA)
3. Five Cities Fire Authority JPA Board
4. San Luis Obispo County Mayor's Meeting
5. South San Luis Obispo County Sanitation District (SSLOCSD)
6. Other

**7.b MAYOR PRO TEM SECRET:**

1. Air Pollution Control District (APCD)
2. Homeless Services Oversight Council (HSOC)
3. South County Chambers of Commerce Governmental Affairs Committee
4. Other

**7.c COUNCIL MEMBER GUTHRIE:**

1. Central Coast Community Energy (CCCE) Policy Board
2. Integrated Waste Management Authority Board (IWMA)
3. REACH Economic Development Roundtable
4. SLOCOG Meeting in December
5. Air Pollution Control District (APCD) Board in December

**7.d COUNCIL MEMBER MARAVIGLIA:**

1. Five Cities Fire Authority JPA Board
2. Visit SLO CAL Advisory Board
3. Other

**7.e COUNCIL MEMBER LOE:**

1. Council of Governments/Regional Transit Authority (SLOCOG/SLORTA)
2. County Water Resources Advisory Committee (WRAC)
3. Zone 3 Water Advisory Board
4. Mayor's Meeting

**8. COMMUNITY COMMENTS AND SUGGESTIONS**

Mayor Ray Russom invited public comment. Speaking from the public were Mike Silva, Shannon Kessler, Jim Kessler, No Name Provided, Victor, and Lea Brandy. No further public comments were received.

**9. CONSENT AGENDA**

Mayor Ray Russom asked the Council if there were any questions or any items to be pulled from the consent agenda for further discussion. Mayor Ray Russom commented on Item 9e and 9f. City Manager Downing provided further information regarding Item 9f and current Lopez water litigation involving water deliveries.

Mayor Ray Russom invited public comment. No public comments were received.

Moved by Council Member Guthrie  
Seconded by Council Member Loe

Approve Consent Agenda Items 9.a. through 9.h., with the recommended courses of action.

AYES (5): Council Member Guthrie, Council Member Loe, Council Member Maraviglia, Mayor Pro Tem Secrest, and Mayor Ray Russom

Passed (5 to 0)

**9.a Cash Disbursement Ratification**

Reviewed and ratified the listing of cash disbursements for the period of December 1 through December 31, 2024.

**9.b Annual Adjustment of Development Impact Fees**

1) Adopted a Resolution entitled: ***"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE APPROVING THE ANNUAL ADJUSTMENT OF DEVELOPMENT IMPACT FEES TO INCREASE BY 1.6%, CONSISTENT WITH THE ENGINEERING NEWS RECORD CONSTRUCTION COST INDEX"***; and

2) Made findings as included in the attached Resolution that establishing development impact fees are not a project subject to the California Environmental Quality Act ("CEQA") because the action has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), 15378.).

**9.c Annual Adjustment of Sewer Connection Fees**

1) Adopted a Resolution entitled: ***"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE APPROVING THE ANNUAL ADJUSTMENT OF SEWER CONNECTION FEES TO INCREASE FEES BY 1.6% CONSISTENT WITH THE ENGINEERING NEWS RECORD CONSTRUCTION COST INDEX"***; and

2) Made findings as included in the Resolution that establishing sewer connection fees are not a project subject to the California Environmental Quality Act ("CEQA") because the action has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), 15378.).

**9.d Approval of Minutes**

Approved the minutes of the Regular City Council Meeting of January 14, 2025, as submitted.

**9.e Council Appointments to Various City Commissions, Boards, and Committees**

1) Adopted a Resolution entitled: ***"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE MAKING APPOINTMENTS TO VARIOUS COMMISSIONS, BOARDS, AND COMMITTEES AND FINDING THAT THIS ACTION IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT"***; and

2) Determined that approving appointments to the various City Commissions, Board, and Committees is not a project subject to the California Environmental Quality Act ("CEQA") because it has no potential to result in either a direct, or reasonably foreseeable indirect,

physical change in the environment. (State CEQA Guidelines, Cal. Code Regs., tit. 14, §§ 15060, subd. (c)(2)-(3), 15378.).

**9.f Calendar Year 2024 Water Supply and Demand Update**

Received and filed the Calendar Year 2024 Water Supply and Demand Update.

**9.g Amendments to Title 2 of the Arroyo Grande Municipal Code Regarding the Architectural Review Committee**

1) Adopted an Ordinance entitled: "***AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE AMENDING CHAPTER 2.19 RELATING TO THE ARCHITECTURAL REVIEW COMMITTEE AND FINDING THE ORDINANCE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT***"; and

2) Found that the Ordinance is exempt from the California Environmental Quality Act (CEQA) because it will not result in a direct or reasonably foreseeable indirect physical change in the environment. (State CEQA Guidelines section 15060, subd. (c)(2); 15061(b)(3)).

**9.h General Plan Update Progress Report – January 2025**

Received and filed a progress report on the Comprehensive General Plan Update.

**10. PUBLIC HEARINGS**

**10.a Amendments to Title 16 of the Arroyo Grande Municipal Code Regarding Wireless Telecommunication Facilities**

Community Development Director Pedrotti presented the item and responded to questions from Council. Bennett Givens, City Attorney's Office, and City Manager Downing responded to questions from Council.

Council discussion ensued regarding structure location prioritizing. City Attorney Rosen provided clarification on Ordinance language.

Mayor Ray Russom opened the public hearing. Upon hearing no public comments, Mayor Ray Russom closed the public hearing.

Council discussion continued regarding noticing for non-appealable items, and structure locations. City Attorney Rosen responded to questions from Council.

Council Member Maraviglia made a motion and Mayor Pro Tem Secrest seconded.

Council discussion continued regarding eliminating the noticing requirement when there is no appealable action.

City Attorney Rosen confirmed the direction of the City Council to revise and remove notice on those Community Development Director-level approvals that are not appealable. The motion and second held.

Moved by Council Member Maraviglia  
Seconded by Mayor Pro Tem Secrest

1) Introduce an Ordinance entitled: **"AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE AMENDING VARIOUS PROVISIONS OF AND ADDING CHAPTER 16.70 TO THE ARROYO GRANDE MUNICIPAL CODE RELATING TO WIRELESS TELECOMMUNICATIONS FACILITIES AND FINDING THE ORDINANCE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT"**; with the revision to remove notice on those Community Development Director level approvals that are not appealable; and

2) Find that the "project" is exempt from the provisions of the California Environmental Quality Act (CEQA) per State CEQA Guidelines Sections 15061(b)(3), 15378 and in the alternative, State CEQA Guidelines sections 15301, 15302, 15303 and 15304.

AYES (5): Council Member Maraviglia, Mayor Pro Tem Secrest, Council Member Loe, Council Member Guthrie, and Mayor Ray Russom

Passed (5 to 0)

#### **10.b Approval of the Active Transportation Plan and Finding this Action Exempt from CEQA**

Community Development Director Pedrotti introduced the item. Jacob Leon, KTUA consultant, presented the Plan. Community Development Director Pedrotti, Assistant City Manager/Public Works Director Robeson, City Manager Downing, and Mr. Leon responded to questions from Council.

Mayor Ray Russom opened the public hearing. Speaking from the public were Judy Ceccetti, and Hailey Williams. Upon hearing no further public comments, Mayor Ray Russom closed the public hearing.

Council discussion ensued regarding the bike path map, pedestrian crossings, retaining the existing SLOCOG/RTP project in the Coach/Branch Mill Rd area, a walking network and class 4 bike lanes around schools, and potential for a future study of parallel streets. Mr. Leon responded to questions from Council.

Mayor Ray Russom made comments regarding seeking out grant funding and future updates to roads with Measure E funds.

Council Member Guthrie made a motion to amend the Plan to include, on the bike map, Grand Ave alternatives; placing the Flora Road access to Strother Park and Coach Road access; eliminating the Miller Way/Mercedes bike path; and adding a route that connects Tally Ho to Larchmont to the library.

Discussion ensued to clarify that the motion included the "dirt Cherry" area through Strother Park. Mayor Ray Russom added comments regarding contact by a resident inquiring whether the City has easement to go through "dirt Cherry". Mayor Ray Russom stated the City Clerk will pass out the analysis of the area and ownership to those interested.

Moved by Council Member Guthrie

Seconded by Council Member Loe

1) Adopt a Resolution entitled: **"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE APPROVING THE ACTIVE TRANSPORTATION PLAN AND FINDING**

**THE ACTION EXEMPT FROM CEQA,"** as amended to include, on the bike map, Grand Ave alternatives; placing the Flora Road access to Strother Park and Coach Road access; eliminating the Miller Way/Mercedes bike path; adding a route that connects Tally Ho to Larchmont to the library; and including the "dirt Cherry" area through Strother Park; and

2) Find that the adoption of the Active Transportation Plan is statutorily exempt from review under the California Environmental Quality Act ("CEQA") under Public Resources Code sections 21080.20 and 21080.25.

AYES (5): Council Member Guthrie, Council Member Loe, Council Member Maraviglia, Mayor Pro Tem Secrest, and Mayor Ray Russom

Passed (5 to 0)

## 11. **BUSINESS ITEMS**

*Mayor Ray Russom called for a brief break at 9:07 p.m. The Council reconvened at 9:14 p.m.*

### 11.a **Five-Year Financial Forecast**

Administrative Services Director Valentine introduced the item. Don Rhoades, Baker Tilly consultant, presented. Mr. Rhoades and Director Valentine responded to questions from Council.

Council discussion ensued regarding identifying various expenses including UAL and worker's compensation costs.

Mayor Ray Russom invited public comment. No public comments were received.

Council discussion continued regarding reporting of sales tax funds and creating a policy for handling sales tax measure revenue and protecting capital funds.

Council directed staff to bring back information to the Council during the budget process regarding UAL and worker's compensation costs as well as a proposed capital funds policy.

### 11.b **Update on City Council Goals and Priorities**

City Manager Downing presented the item and responded to questions from Council.

Mayor Ray Russom invited public comment. No public comments were received.

No action was taken on this item. The report was received and filed.

## 12. **COUNCIL COMMUNICATIONS**

Council Member Loe commented on her attendance at the League of California Cities (LOCC) New Mayors and Council Members Academy in Sacramento.

Council Member Maraviglia commented on her attendance at the LOCC New Mayor's and Council Members Academy in Sacramento; and presenting a Proclamation at the Plumbing and Pipefitters Association.

Mayor Pro Tem Secrest commented on public concern regarding fire danger and staff's response to the public's concerns. Mayor Ray Russom commented on staff's response. Council Member Guthrie asked staff about fuel modification areas.

13. **ADJOURNMENT**

There being no further business to come before the City Council, Mayor Ray Russom turned the meeting over to Mayor Pro Tem Secrest who adjourned the meeting at 10:29 p.m. in honor of International Holocaust Remembrance Day.

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Caren Ray Russom, Mayor

ATTEST:

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Jessica Matson, City Clerk