

## GUADALUPE ... AGAIN

### Guadalupe Response

The Grand Jury revisited the government of the City of Guadalupe ... [t]his Grand Jury was concerned about new reports of ineffective construction projects, inefficient governmental operations, and officials who were unable to resolve the issues reported previously. The Grand Jury found that little if anything had changed. [A)]...\$171,000 barbeque which was erected in Jack O'Connell Park without required oversight and review by the City Council. The report shows how two City officials assumed power and approved and awarded contracts. The Grand Jury believes that the failure of the City Administration to effectively deal with tasks as common as construction of the barbeque and hiring vital personnel does not bode well for the City's ability to deal with the impact of the development projects.

#### **Recommendation 1**

**The City of Guadalupe should implement procedures to ensure that the contracts are awarded on a competitive basis and to ensure compliance with other requirements of State law relating to public contracting.**

The City's Ordinance was adhered to in all respects with one exception. The O'Connell Park Barbeque facility proposal exceeded the amount set by Council ... The City Engineer and City Administrator paid a financial penalty back to the city's Park Development Fund. It is anticipated the State will fully reimburse for the Barbeque.

#### **Recommendation 2**

**The City should implement procedures to ensure that its financial records are complete, accurate and up-to date and the finance department has appropriate leadership.**

The [Financial Director] position has been revamped to a Full-Time contract employee ...

#### **Recommendation 3**

**The City should use employees rather than independent contractors to head the departments of government.**

The City is committed to hiring full-time employees versus consultants. ... We anticipate this to be the case within the next five years.

**Recommendation 4**

**The City should develop and follow written policies on expenditure processing, Council action, grant management, employment practices and probation period management.**

Management has implemented new controls on an ongoing basis and the goal is to achieve optimum protection of the city's assets... Better communication between staff and Council related to personnel is part of the goal in hiring a Human Resource expert to review the ongoing problems and find solutions...The Public Works projects are under prevailing wage laws. The State of California Parks and Recreation made a site visit to the O'Connell Park Barbeque facility and indicated to city staff that the cost of this project was in line with similar projects throughout the state. ..The City has hired a Human Resource expert to review and update the Personnel Policy Manual (1986). All aspects of hiring and related personnel issues are under review.

**Recommendation 5**

**The City Council should set forth clearly and concisely the requirements for consent and approval of any action taken by the City administration and impose appropriate sanctions for violation.**

Decisions ... are made at the Council level. Political battles affect staff and are a disappointment when politics prevent staff from working in the best interest of the public.

**Recommendation 6**

**The City should retain assistance of appropriate professional advisors to ensure the Annexation of land and approval of housing developments are carries out with an understanding of the future impacts on the City.**

The City of Guadalupe has hired an experienced contract Planner with a high degree of experience...[who] will give direction regarding the General Plan and Sphere of Influence. The Planner will work with staff to navigate through the development process.