



Porsche Middleton, Mayor  
Tim Schaefer, Vice Mayor  
Jeannie Bruins, Council Member  
Bret Daniels, Council Member  
Steve Miller, Council Member

**CITY OF CITRUS HEIGHTS  
CITY COUNCIL  
Regular Meeting of Thursday, November 10, 2022  
City Hall Council Chambers  
6360 Fountain Square Drive, Citrus Heights, CA  
Regular Meeting 6:00 p.m.**

**HOW TO PARTICIPATE:**

The City of Citrus Heights welcomes your interest and involvement in the City's legislative process. The City of Citrus Heights is allowing for remote and in person participation. The City Council has established a procedure for addressing the Council. Speaker Identification Sheets are provided on the table inside the Council Chambers. If you wish to address the Council during the meeting, please either complete a Speaker Identification Sheet and give it to the City Clerk, if participating via webcast you may use the Zoom hand raise function (or \*9 if you join the webinar via telephone) and the host will unmute you when it is time to speak. Speakers will be limited to 3 minutes each. Alternatively, you may submit your comment via email to [cityclerk@citrusheights.net](mailto:cityclerk@citrusheights.net) or by completion of an online Speaker Card at <https://www.citrusheights.net/FormCenter/City-Council-Meetings-Speaker-Card-30>. Written public comments shall be limited to 250 words or less. Public Comments should be submitted to the City Clerk by 4:00 p.m. prior to the start of the City Council meeting. Each comment will be read aloud by the City Clerk.

**Regular Meeting Zoom Webinar link:** <https://zoom.us/j/93621192283>

The City provides three ways to watch a City Council meeting.

IN PERSON	ONLINE	ON TELEVISION
		
City Council meetings take place in the City Hall Council Chambers.	Watch the livestream and replay past meetings on the City <a href="#">website</a> .	Watch live and replays of meetings on Sac Metro Cable, Channel 14.

**PLEASE NOTE:** In order to minimize the spread of the COVID-19 virus, this meeting is being held pursuant to Government Code Section 54953(e). Please be advised that some, or all, Council Members may attend City Council meetings telephonically or otherwise electronically.

If you need a disability-related modification or accommodation, to participate in this meeting, please contact the City Clerk's Office 916-725-2448, [cityclerk@citrusheights.net](mailto:cityclerk@citrusheights.net), or City Hall 6360 Fountain Square Drive at least 48 hours prior to the meeting. TDD: California Relay Service 7-1-1.

November 4, 2022

  
Amy Van, City Clerk

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**REGULAR CITY COUNCIL MEETING**  
**6:00 PM****CALL REGULAR MEETING TO ORDER**

1. Flag Salute
2. Roll Call: Council Members: Bruins, Daniels, Miller, Schaefer, Middleton
3. Video Statement

**APPROVAL OF AGENDA****PUBLIC COMMENT****PRESENTATION**

4. Presentation of Proclamation Recognizing Rocky Peterson's Retirement with Sunrise Christian Food Ministry
5. Presentation of Proclamation Recognizing Law Enforcement Records Appreciation Day
6. Presentation of Proclamation Recognizing November as Lung Cancer Awareness Month

**COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES****CONSENT CALENDAR**

It is recommended that all consent items be acted on simultaneously unless separate discussion and/or action are requested by a Council Member.

7. **SUBJECT:** Approval of Minutes  
**RECOMMENDATION:** Approve the Minutes of the Special Meeting of October 25, 2022
8. **SUBJECT:** Approve Resolution for Continued Remote Meetings in Accordance with AB 361  
**STAFF:** A. Van/ R. Jones  
**RECOMMENDATION:** Adopt Resolution No. 2022-\_\_\_\_ A Resolution of the City Council of the City of Citrus Heights, California, Making the Legally Required Findings to Continue to Authorize the Conduct of Remote "telephonic" Meetings During the State of Emergency
9. **SUBJECT:** Resolution Adopting Amended Salary Table  
**STAFF:** S. Talwar/ M. Alejandrez  
**RECOMMENDATION:** Adopt Resolution No. 2022-\_\_\_\_, A Resolution of the City Council of the City of Citrus Heights, California, Adopting the Amended Salary Table, Exhibit A
10. **SUBJECT:** Quarterly Treasurer's Report

**STAFF:** T. Nossardi

**RECOMMENDATION:** Receive and File the Quarterly Treasurer's Report for the Quarter Ending September 30, 2022

11. **SUBJECT:** Adoption of Six-Month Strategic Planning Objectives

**STAFF:** A. Feeney

**RECOMMENDATION:** Adopt Resolution No. 2022-\_\_\_\_\_ A Resolution of the City Council of the City of Citrus Heights, California, Adopting the "Six-Month Strategic Planning Objectives for November 1, 2022 – May 1, 2023"

12. **SUBJECT:** Authorization for Issuance of an RFP for Consultant Support to Create a Comprehensive Grants Strategy

**STAFF:** M. Huber/ C. Riddle

**RECOMMENDATION:** Authorize City Manager to issue a Request for Proposals substantially similar to the draft attached to the staff report for consultant support to create a Comprehensive Grant Strategy

13. **SUBJECT:** Sunrise MarketPlace Zoning Overlay Ordinance – 2<sup>nd</sup> Reading

**STAFF:** C. Kempenaar/ A. Bermudez

**RECOMMENDATION:** The following is recommended;

- a. The proposed amendments are exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) and 15305 of the Guidelines
- b. Adopt Ordinance No. 2022-011, an Ordinance of the City Council of the City of Citrus Heights Adding New Section 106.28.050 to Chapter 106 of the City of Citrus Heights Municipal Code (Zoning Code Section) and Amending the Zoning Map to Include the Sunrise MarketPlace Overlay District

14. **SUBJECT:** Shopping Cart Ordinance – 2<sup>nd</sup> Reading

**STAFF:** C. Kempenaar/ R. Cave/ A. Turcotte/ A. Bermudez

**RECOMMENDATION:** Adopt Ordinance No. 2022-012, an Ordinance of the City Council of the City of Citrus Heights Adding Article VII to Chapter 50 of the Citrus Heights Municipal Code Relating to the Regulation of Shopping Carts

## **REGULAR CALENDAR**

15. **SUBJECT:** Sacramento Metropolitan Cable Television Commission Joint Powers Agency Agreement Ordinance Amendment

**STAFF:** A. Van

**RECOMMENDATION:** Introduce for a First Reading, Read by Title Only and Waive the Full Reading of Ordinance No. 2022-\_\_\_\_, An Ordinance of the City Council of the City of Citrus Heights Amending Sections 90-88 and 90-93 of Chapter 90 "Telecommunications" of the Citrus Heights Municipal Code Relating to the Sacramento Metropolitan Cable Television Commission

16. **SUBJECT:** Amending Chapter 38 of the City of Citrus Heights Municipal Code Concerning Fire Prevention and Protection  
**STAFF:** C. Kempenaar/ G. Anderson  
**RECOMMENDATION:** Introduce for First Reading, Read by Title Only and Waive the Full Reading of Ordinance No. 2022-\_\_\_\_, An Ordinance of the City of Citrus Heights Amending Chapter 38 of the Citrus Heights Municipal Code Relating to Fire Prevention and Protection
17. **SUBJECT:** History & Arts Grant Program Application – *The Wall That Heals*  
**STAFF:** H. Reid  
**RECOMMENDATION:** Adopt Resolution No. 2022-\_\_\_\_ A Resolution of the City Council of the City of Citrus Heights, California, Approving the History and Arts Grant Program Application for *The Wall That Heals* Project

### **DEPARTMENT REPORTS**

18. **SUBJECT:** Operation Holiday Cheer  
**DEPARTMENT:** Police Department

### **CITY MANAGER ITEMS**

### **ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS**

### **ADJOURNMENT**

**CITY OF CITRUS HEIGHTS  
CITY COUNCIL  
MINUTES  
Special Meeting of Tuesday, October 25, 2022  
Citrus Heights City Hall Large Conference Room  
6360 Fountain Square Drive, Citrus Heights, CA**

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**SPECIAL CITY COUNCIL MEETING CALLED TO ORDER**

The special City Council meeting was called to order at 8:30 a.m. by Mayor Middleton.

1. Roll Call: Council Members present: Bruins, Daniels, Miller, Schaefer, Middleton  
Council Members absent: None  
Staff present: Bermudez, Blomquist, Cave, Feeney, Frey, Herman, Huber, Jones, Kempenaar, Myers, Poole, Talwar, Turcotte, Van.

**PUBLIC COMMENT**

Melissa Bassanelli incoming San Juan Unified School District Superintendent of Schools introduced herself to the City Council and expressed the desire to enhance the District's partnership with the City Council to support Citrus Heights Schools.

Veronica Hunter and Andrea Montano addressed the City Council advocating for tiny homes in Citrus Heights. They stated tiny homes provide affordable housing options and urged the City Council to consider an ordinance amending the Zoning Code to allow for tiny homes in Citrus Heights.

**STRATEGIC PLANNING WORKSHOP**

City Manager Feeney and Department Directors presented the City's accomplishments over the last six months.

Bill Mueller with Integrated Communications Strategies, LLC led the Strategic Planning Session and presented an overview of the current external forces and trends impacting Citrus Heights. He led the group in a discussion of the City's strengths, weaknesses, opportunities and threats.

The City Council conducted group work sessions to discuss six-month priority settings objectives.

Following the group work session, Mueller reviewed the six-month priority setting results. City Manager Feeney said staff will review the brainstormed six-month priority objectives and will develop timelines and responsible parties for each objective. Staff will present a staff report and resolution with the six-month strategic objectives at the November 2022 City Council meeting.

**ADJOURNMENT**

Mayor Middleton adjourned the special meeting at 3:30 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Amy Van, City Clerk



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT

### MEMORANDUM

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
Ashley J. Feeney, City Manager

**FROM:** Amy Van, City Clerk  
Ryan Jones, City Attorney

**SUBJECT:** **Approve Resolution for Continued Remote Meetings in Accordance with AB 361**

#### **Summary and Recommendation**

On October 17, 2022, Governor Newsom announced that the COVID-19 State of Emergency would end on February 28, 2023. Therefore, staff is recommending the City Council continue to adopt a resolution every 30 days to authorize the conduct of remote meetings through February 28, 2023.

Staff recommends the City Council adopt Resolution No. 2022-\_\_\_\_ a resolution making the legally required findings to continue to authorize the conduct of remote “telephonic” meetings during the State of Emergency.

#### **Fiscal Impact**

There is no fiscal impact associated with this item.

#### **Background and Analysis**

At the October 14, 2021 regular meeting, the City Council adopted Resolution No. 2021-082 making the legally required findings to authorize the conduct of remote “telephonic” meetings during a declared state of emergency pursuant to Government Code (AB 361). The City Council determined that as a result of the COVID-19 pandemic and state of emergency, meetings in person of the City Council and all legislative bodies of the City would present imminent risks to the health or safety of attendees.

Governor Newsom’s March 4, 2020 Proclamation of Emergency related to the COVID-19 pandemic will end on February 28, 2023. Therefore, in order to continue to conduct meetings

remotely until the State of Emergency ends, any time after the first remote meeting of the legislative body, it can meet remotely if both of the following apply:

1. State/local emergency/social distancing. Either:
  - a. “a state of emergency remains active” or
  - b. “state or local officials have imposed or recommended measures to promote social distancing” and
2. 30 days. Within the last 30 days (which vote may occur at that meeting) the legislative body has made the following findings by majority vote “(A) The legislative body has reconsidered the circumstances of the state of emergency. (B) Any of the following circumstances exist (i) The state of emergency continues to directly impact the ability of the members to meet safely in person. (ii) State or local officials continue to impose or recommend measures to promote social distancing.”

In the absence of the statewide state of emergency, members of the legislative bodies will no longer be able to rely upon AB 361. However, the Governor also signed AB 2449 into law, which allows members of legislative bodies to remotely participate in very specific circumstances without posting the address of their remote location and without being required to allow the public to participate from that location. Until AB 2449 takes effect on January 1, 2023, failing to adopt this resolution would require meetings to be held in-person under traditional Brown Act parameters (noticing the teleconference location, providing access to the public, etc.); adopting the resolution would give the flexibility as it moves forward with meetings.

If the City intends to conduct meetings remotely, it should add to the agenda every 30 days a consent calendar item to reaffirm the findings described above, which are required to allow the remote meetings. This resolution also makes the necessary findings for all subordinate legislative bodies of the City, such as the Planning Commission, so these bodies can also continue to meet remotely until the State of Emergency ends on February 28, 2023.

### **Attachments**

1. Resolution to Continue to Authorize the Conduct of Remote “Telephonic” Meetings During the State of Emergency

**RESOLUTION NO. 2022-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS MAKING THE LEGALLY REQUIRED FINDINGS TO CONTINUE TO AUTHORIZE THE CONDUCT OF REMOTE “TELEPHONIC” MEETINGS DURING THE STATE OF EMERGENCY**

**WHEREAS**, on March 4, 2020, pursuant to California Gov. Code Section 8625, the Governor declared a state of emergency stemming from the COVID-19 pandemic (“Emergency”); and

**WHEREAS**, on October 17, 2022, Governor Newsom announced that the COVID-19 State of Emergency would end on February 28, 2023; and

**WHEREAS**, on September 17, 2021, Governor Newsom signed AB 361, which bill went into immediate effect as urgency legislation; and

**WHEREAS**, AB 361 added subsection (e) to Government Code Section 54953 to authorize legislative bodies to conduct remote meetings provided the legislative body makes specified findings; and

**WHEREAS**, as of October 20, 2022, the COVID-19 pandemic has killed more than 95,808 Californians; and

**WHEREAS**, social distancing measures decrease the chance of spread of COVID-19; and

**WHEREAS**, this legislative body previously adopted a resolution to authorize this legislative body and all other subordinate legislative bodies of the City to conduct remote “telephonic” meetings; and

**WHEREAS**, Government Code 54953(e)(3) authorizes legislative bodies of the City to continue to conduct remote “telephonic” meetings provided that the City has timely made the findings specified therein.

**NOW, THEREFORE, IT IS RESOLVED** by the City Council of the City of Citrus Heights as follows:

1. This legislative body declares that it has reconsidered the circumstances of the state of emergency declared by the Governor and at least one of the following is true: (a) the state of emergency, continues to directly impact the ability of the members of this legislative body and all subordinate legislative bodies of the City to meet safely in person; and/or (2) state or local officials continue to impose or recommend measures to promote social distancing.



**PASSED, APPROVED AND ADOPTED** this 10<sup>th</sup> day of November, 2022 by the following roll call vote:

**AYES:**           **Council Members:**  
**NOES:**           **Council Members:**  
**ABSENT:**       **Council Members:**  
**ABSTAIN:**      **Council Members:**

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**Porsche Middleton, Mayor**

**ATTEST:**

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**Amy Van, City Clerk**



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT MEMORANDUM

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
Ashley J. Feeney, City Manager

**FROM:** Susan Talwar, Administrative Services Director  
Monica Alejandrez, Human Resources Manager

**SUBJECT:** Resolution Adopting Amended Salary Table

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### **Summary and Recommendation**

The City is required to maintain a current salary table approved by the City Council. Staff periodically brings changes to the Council for consideration throughout the year as needed. The salary table updates reflected in this report are for temporary and extra help positions only. Adjustments to these positions in the salary table are necessary to be in compliance with the state mandated minimum wage increase and/or to bring the temporary and extra help positions into alignment with benchmark/internal relationship linked to a regular positions.

Staff recommends the City Council adopt Resolution No. 2022-\_\_\_\_, A Resolution of the City Council of the City of Citrus Heights, California, adopting the amended Salary Table, Exhibit A, which includes changes effective since the last salary table update.

### **Fiscal Impact**

Compensation adjustments for temporary and extra help positions are covered by a pool of funds allocated in the budget for these positions. The Police Recruit positions are funded by vacant full time Police Officer positions that will be filled by the recruit once they have successfully completed the police academy. Therefore, there is no fiscal impact.

### **Background and Analysis**

#### *Amended Salary Table*

California Code of Regulations, Title 2, Section 570.5 and requirements of the California Public Employees' Retirement System (CalPERS) requires that the pay rate shall be listed on a schedule which:

1. Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws;

**Subject: Resolution Adopting the Amended Salary Table**

**Date: November 10, 2022**

**Page 2 of 2**

2. Identifies the position title for every employee position;
3. Shows the pay rate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
4. Indicates the time base, including but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
5. Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;
6. Indicates an effective date and date of any revisions;
7. Is retained by the employer and available for public inspection for not less than five years; and
8. Does not reference another document in lieu of disclosing the pay rate.

The amended Salary Table (Exhibit A) reflects additions, revisions, and deletions, which have occurred since adoption of the prior Salary Table:

**Added**

1. None

**Deleted**

1. None

**Revised**

1. Police Officer Recruit – updated to 5% below of Police Officer salary increase that was eff. 09/25/2022
2. Police Officer Reserve I – updated to hourly of equivalent of Police Officer due to increase eff. 09/25/2022
3. Police Officer Reserve Level II – Extra Help (to match internal relationship – set to 5% above hourly of Police Officer Reserve III)
4. Police Officer Reserve Level III – Moved from unpaid volunteer to paid at minimum wage
5. Police Officer-Reserve I Trainee – Extra Help (to match the internal relationship – set to 30% Police officer Reserve level 2)
6. All Extra-Help Classifications have been updated to match their internal relationships salary per the July 2<sup>nd</sup> and September 25<sup>th</sup> increases

The Amended Salary Table (Exhibit A) includes changes required due to the California minimum wage increase. These changes will become effective January 1, 2023.

1. Facility Attendant Trainee
2. Intern-Extra Help

**Attachments**

1. Resolution adopting Amended Salary Table
  - a. Amended Salary Table, Exhibit A

**RESOLUTION NO. 2022 -\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS,  
CALIFORNIA ADOPTING THE AMENDED SALARY TABLE, EXHIBIT A**

**WHEREAS**, the City of Citrus Heights engages in sound economic planning practices;

**WHEREAS**, California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with the California Public Employees' Retirement System to approve and adopt a pay rate schedule in accordance with public meeting laws; and

**WHEREAS**, the pay rate schedule must identify each position by title, the individual pay rate amount or ranges for that position, the time base upon which the amounts are based, and track all revisions.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Citrus Heights hereby finds and determines the above recitals are true and correct and have served as the basis, in part, for the findings and actions of the City Council as set forth below.

The City Council hereby adopts the amended Salary Table, Exhibit A, attached to this resolution as follows:

Revised

1. Police Officer Recruit – updated to 5% below of Police Officer salary increase that was eff. 09/25/2022
2. Police Officer Reserve I – updated to hourly of equivalent of Police Officer due to increase eff. 09/25/2022
3. Police Officer Reserve Level II – Extra Help (to match internal relationship – set to 5% above hourly of Police Officer Reserve III)
4. Police Officer Reserve Level III – Moved from unpaid volunteer to paid at minimum wage
5. Police Officer-Reserve I Trainee – Extra Help (to match the internal relationship – set to 30% Police officer Reserve level 2)
6. All Extra-Help Classifications have been updated to match their internal relationships salary per the July 2nd and September 25th increases

These changes will become effective January 1, 2023.

The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights, California, this 10<sup>th</sup> day of November 2022 by the following vote, to wit:

<b>AYES:</b>	<b>Council Members:</b>
<b>NOES:</b>	<b>Council Members:</b>
<b>ABSTAIN:</b>	<b>Council Members:</b>
<b>ABSENT:</b>	<b>Council Members:</b>

*Printed on Recycled Paper*

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**Porsche Middleton, Mayor**

**ATTEST:**

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**Amy Van, City Clerk**

**EXHIBIT A – Amended Salary Table (Presented to the City Council November 10, 2022)**

# CITY OF CITRUS HEIGHTS SALARY TABLE

Adopted: November 10, 2022

Effective: January 1, 2023

Approved by Resolution 2022-XXX

Full-Time Unrepresented Position Titles	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Hourly	Annual
ACCOUNTANT	\$ 35.6664	\$ 36.5581	\$ 37.4721	\$ 38.4089	\$ 39.3691	\$ 40.3533	\$ 41.3621	\$ 42.3962	\$ 43.4561	\$ 44.5425	x	
ACCOUNTING MANAGER	\$ 112,180.83	\$ 114,985.36	\$ 117,859.99	\$ 120,806.49	\$ 123,826.65	\$ 126,922.32	\$ 130,095.38	\$ 133,347.76	\$ 136,681.45	\$ 140,098.49		x
ACCOUNTING TECHNICIAN	\$ 26.3442	\$ 27.0028	\$ 27.6779	\$ 28.3698	\$ 29.0791	\$ 29.8060	\$ 30.5512	\$ 31.3150	\$ 32.0979	\$ 32.9003	x	
ADMINISTRATIVE ASSISTANT	\$ 26.3442	\$ 27.0028	\$ 27.6779	\$ 28.3698	\$ 29.0791	\$ 29.8060	\$ 30.5512	\$ 31.3150	\$ 32.0979	\$ 32.9003	x	
ADMINSTRATIVE TECHNICIAN	\$ 28.9785	\$ 29.7030	\$ 30.4456	\$ 31.2067	\$ 31.9869	\$ 32.7865	\$ 33.6062	\$ 34.4464	\$ 35.3075	\$ 36.1902	x	
ASSISTANT CHIEF OF POLICE	\$ 156,515.57	\$ 160,428.46	\$ 164,439.17	\$ 168,550.15	\$ 172,763.90	\$ 177,083.00	\$ 181,510.08	\$ 186,047.83	\$ 190,699.02	\$ 195,466.50		x
ASSISTANT CITY CLERK	\$ 79,683.57	\$ 81,675.66	\$ 83,717.55	\$ 85,810.49	\$ 87,955.75	\$ 90,154.65	\$ 92,408.51	\$ 94,718.72	\$ 97,086.69	\$ 99,513.86		x
ASSISTANT ENGINEER	\$ 35.2243	\$ 36.1049	\$ 37.0075	\$ 37.9327	\$ 38.8810	\$ 39.8530	\$ 40.8494	\$ 41.8706	\$ 42.9174	\$ 43.9903	x	
ASSISTANT PLANNER	\$ 31.6970	\$ 32.4894	\$ 33.3017	\$ 34.1342	\$ 34.9875	\$ 35.8622	\$ 36.7588	\$ 37.6778	\$ 38.6197	\$ 39.5852	x	
ASSISTANT TO THE CITY MANAGER	\$ 103,229.88	\$ 105,810.62	\$ 108,455.89	\$ 111,167.29	\$ 113,946.47	\$ 116,795.13	\$ 119,715.01	\$ 122,707.88	\$ 125,775.58	\$ 128,919.97		x
ASSOCIATE CIVIL ENGINEER	\$ 88,652.12	\$ 90,868.42	\$ 93,140.13	\$ 95,468.64	\$ 97,855.35	\$ 100,301.74	\$ 102,809.28	\$ 105,379.51	\$ 108,014.00	\$ 110,714.35		x
ASSOCIATE ENGINEER	\$ 38.7465	\$ 39.7152	\$ 40.7081	\$ 41.7258	\$ 42.7689	\$ 43.8381	\$ 44.9341	\$ 46.0574	\$ 47.2089	\$ 48.3891	x	
ASSOCIATE PLANNER	\$ 73,827.98	\$ 75,673.68	\$ 77,565.52	\$ 79,504.66	\$ 81,492.28	\$ 83,529.58	\$ 85,617.82	\$ 87,758.27	\$ 89,952.22	\$ 92,201.03		x
BUILDING INSPECTOR I	\$ 29.7194	\$ 30.4624	\$ 31.2240	\$ 32.0046	\$ 32.8047	\$ 33.6248	\$ 34.4654	\$ 35.3271	\$ 36.2102	\$ 37.1155	x	
BUILDING INSPECTOR II	\$ 32.6913	\$ 33.5085	\$ 34.3463	\$ 35.2049	\$ 36.0850	\$ 36.9872	\$ 37.9118	\$ 38.8596	\$ 39.8311	\$ 40.8269	x	
CHIEF BUILDING OFFICIAL	\$ 112,180.83	\$ 114,985.36	\$ 117,859.99	\$ 120,806.49	\$ 123,826.65	\$ 126,922.32	\$ 130,095.38	\$ 133,347.76	\$ 136,681.45	\$ 140,098.49		x
CITY CLERK	\$ 98,537.62	\$ 101,001.06	\$ 103,526.09	\$ 106,114.24	\$ 108,767.10	\$ 111,486.28	\$ 114,273.43	\$ 117,130.27	\$ 120,058.53	\$ 123,059.99		x
CITY ENGINEER	\$ 134,182.54	\$ 137,537.10	\$ 140,975.53	\$ 144,499.91	\$ 148,112.41	\$ 151,815.22	\$ 155,610.60	\$ 159,500.87	\$ 163,488.39	\$ 167,575.60		x
CITY MANAGER'S EXECUTIVE ASSISTANT	\$ 74,186.06	\$ 76,040.71	\$ 77,941.73	\$ 79,890.27	\$ 81,887.53	\$ 83,934.71	\$ 86,033.08	\$ 88,183.91	\$ 90,388.51	\$ 92,648.22		x
COMMUNICATIONS OFFICER	\$ 81,604.66	\$ 83,644.78	\$ 85,735.90	\$ 87,879.29	\$ 90,076.28	\$ 92,328.18	\$ 94,636.39	\$ 97,002.30	\$ 99,427.36	\$ 101,913.04		x
CONSTRUCTION/MAINTENANCE INSPECTOR I	\$ 27.9381	\$ 28.6366	\$ 29.3525	\$ 30.0863	\$ 30.8385	\$ 31.6094	\$ 32.3997	\$ 33.2097	\$ 34.0399	\$ 34.8909	x	
CONSTRUCTION / MAINTENANCE INSPECTOR II	\$ 30.7320	\$ 31.5003	\$ 32.2878	\$ 33.0950	\$ 33.9223	\$ 34.7704	\$ 35.6396	\$ 36.5306	\$ 37.4439	\$ 38.3800	x	
CONSTRUCTION/MAINTENANCE INSPECTOR SUPERVISOR	\$ 93,845.40	\$ 96,191.53	\$ 98,596.32	\$ 101,061.23	\$ 103,587.76	\$ 106,177.45	\$ 108,831.89	\$ 111,552.69	\$ 114,341.50	\$ 117,200.04		x
CUSTODIAN	\$ 17.2876	\$ 17.7198	\$ 18.1627	\$ 18.6168	\$ 19.0822	\$ 19.5593	\$ 20.0483	\$ 20.5495	\$ 21.0632	\$ 21.5898	x	
DATABASE & APPLICATIONS ANALYST	\$ 43.7576	\$ 44.8516	\$ 45.9729	\$ 47.1222	\$ 48.3003	\$ 49.5078	\$ 50.7455	\$ 52.0141	\$ 53.3144	\$ 54.6473	x	
DEVELOPMENT SERVICES TECHNICIAN I	\$ 25.2303	\$ 25.8611	\$ 26.5076	\$ 27.1703	\$ 27.8495	\$ 28.5458	\$ 29.2594	\$ 29.9909	\$ 30.7407	\$ 31.5092	x	
DEVELOPMENT SERVICES TECHNICIAN II	\$ 27.7535	\$ 28.4473	\$ 29.1585	\$ 29.8875	\$ 30.6347	\$ 31.4005	\$ 32.1855	\$ 32.9902	\$ 33.8149	\$ 34.6603	x	
DEVELOPMENT SPECIALIST I	\$ 74,186.06	\$ 76,040.71	\$ 77,941.73	\$ 79,890.27	\$ 81,887.53	\$ 83,934.71	\$ 86,033.08	\$ 88,183.91	\$ 90,388.51	\$ 92,648.22		x

Full-Time Unrepresented Position Titles	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Hourly	Annual
DEVELOPMENT SPECIALIST II	\$ 81,604.66	\$ 83,644.78	\$ 85,735.90	\$ 87,879.29	\$ 90,076.28	\$ 92,328.18	\$ 94,636.39	\$ 97,002.30	\$ 99,427.36	\$ 101,913.04		x
ECONOMIC DEVELOPMENT & COMMUNICATIONS MANAGER	\$ 105,703.13	\$ 108,345.71	\$ 111,054.36	\$ 113,830.71	\$ 116,676.48	\$ 119,593.39	\$ 122,583.23	\$ 125,647.81	\$ 128,789.00	\$ 132,008.73		x
ENGINEERING AIDE	\$ 23.5166	\$ 24.1045	\$ 24.7071	\$ 25.3248	\$ 25.9579	\$ 26.6069	\$ 27.2720	\$ 27.9538	\$ 28.6527	\$ 29.3690	x	
ENGINEERING TECHNICIAN I	\$ 25.8683	\$ 26.5150	\$ 27.1779	\$ 27.8574	\$ 28.5538	\$ 29.2676	\$ 29.9993	\$ 30.7493	\$ 31.5180	\$ 32.3060	x	
ENGINEERING TECHNICIAN II	\$ 28.4551	\$ 29.1665	\$ 29.8956	\$ 30.6430	\$ 31.4091	\$ 32.1943	\$ 32.9992	\$ 33.8242	\$ 34.6698	\$ 35.5365	x	
EVENT & COMMUNITY CENTER TECHNICIAN	\$ 23.8704	\$ 24.4671	\$ 25.0788	\$ 25.7058	\$ 26.3484	\$ 27.0071	\$ 27.6823	\$ 28.3743	\$ 29.0837	\$ 29.8108	x	
EXECUTIVE ASSISTANT	\$ 31.8762	\$ 32.6731	\$ 33.4899	\$ 34.3272	\$ 35.1854	\$ 36.0650	\$ 36.9666	\$ 37.8908	\$ 38.8380	\$ 39.8090	x	
FACILITY AND GROUNDS MANAGER	\$ 112,180.83	\$ 114,985.35	\$ 117,859.99	\$ 120,806.49	\$ 123,826.65	\$ 126,922.32	\$ 130,095.37	\$ 133,347.76	\$ 136,681.45	\$ 140,098.49		x
FACILITY AND GROUNDS SUPERVISOR	\$ 93,845.40	\$ 96,191.53	\$ 98,596.32	\$ 101,061.23	\$ 103,587.76	\$ 106,177.45	\$ 108,831.89	\$ 111,552.69	\$ 114,341.50	\$ 117,200.04		x
FINANCE MANAGER	\$ 112,180.83	\$ 114,985.36	\$ 117,859.99	\$ 120,806.49	\$ 123,826.65	\$ 126,922.32	\$ 130,095.38	\$ 133,347.76	\$ 136,681.45	\$ 140,098.49		x
FINANCIAL ASSISTANT II	\$ 20.5730	\$ 21.0874	\$ 21.6145	\$ 22.1549	\$ 22.7088	\$ 23.2765	\$ 23.8584	\$ 24.4549	\$ 25.0662	\$ 25.6929	x	
FLEET TECHNICIAN	\$ 26.1270	\$ 26.7802	\$ 27.4497	\$ 28.1360	\$ 28.8394	\$ 29.5604	\$ 30.2994	\$ 31.0568	\$ 31.8333	\$ 32.6291	x	
GRANTS & HOUSING PROGRAM TECHNICIAN I	\$ 25.2303	\$ 25.8611	\$ 26.5076	\$ 27.1703	\$ 27.8495	\$ 28.5458	\$ 29.2594	\$ 29.9909	\$ 30.7407	\$ 31.5092	x	
GRANTS & HOUSING PROGRAM TECHNICIAN II	\$ 27.7535	\$ 28.4473	\$ 29.1585	\$ 29.8875	\$ 30.6347	\$ 31.4005	\$ 32.1855	\$ 32.9902	\$ 33.8149	\$ 34.6603	x	
HOUSING & HUMAN SERVICES PROGRAM COORDINATOR	\$ 93,845.40	\$ 96,191.53	\$ 98,596.32	\$ 101,061.23	\$ 103,587.76	\$ 106,177.45	\$ 108,831.89	\$ 111,552.69	\$ 114,341.50	\$ 117,200.04		x
HOUSING PLANNER	\$ 73,827.98	\$ 75,673.68	\$ 77,565.52	\$ 79,504.66	\$ 81,492.28	\$ 83,529.58	\$ 85,617.82	\$ 87,758.27	\$ 89,952.22	\$ 92,201.03		
HUMAN RESOURCES ASSOCIATE	\$ 26.3442	\$ 27.0028	\$ 27.6778	\$ 28.3698	\$ 29.0790	\$ 29.8060	\$ 30.5512	\$ 31.3149	\$ 32.0978	\$ 32.9003	x	
HUMAN RESOURCES ANALYST I	\$ 74,186.06	\$ 76,040.71	\$ 77,941.73	\$ 79,890.27	\$ 81,887.53	\$ 83,934.71	\$ 86,033.08	\$ 88,183.91	\$ 90,388.51	\$ 92,648.22		x
HUMAN RESOURCES ANALYST II	\$ 81,604.66	\$ 83,644.78	\$ 85,735.90	\$ 87,879.29	\$ 90,076.28	\$ 92,328.18	\$ 94,636.39	\$ 97,002.30	\$ 99,427.36	\$ 101,913.04		x
HUMAN RESOURCES MANAGER	\$ 117,885.18	\$ 120,832.30	\$ 123,853.11	\$ 126,949.44	\$ 130,123.18	\$ 133,376.26	\$ 136,710.66	\$ 140,128.43	\$ 143,631.64	\$ 147,222.43		x
HUMAN RESOURCES TECHNICIAN	\$ 31.8762	\$ 32.6731	\$ 33.4899	\$ 34.3272	\$ 35.1854	\$ 36.0650	\$ 36.9666	\$ 37.8908	\$ 38.8380	\$ 39.8090	x	
INFORMATION TECHNOLOGY SUPPORT SPECIALIST	\$ 36.3449	\$ 37.2535	\$ 38.1849	\$ 39.1395	\$ 40.1180	\$ 41.1209	\$ 42.1489	\$ 43.2027	\$ 44.2827	\$ 45.3898	x	
INFORMATION TECHNOLOGY ANALYST I	\$ 34.5910	\$ 35.4558	\$ 36.3422	\$ 37.2507	\$ 38.1820	\$ 39.1365	\$ 40.1149	\$ 41.1178	\$ 42.1458	\$ 43.1994	x	
INFORMATION TECHNOLOGY ANALYST II	\$ 38.0501	\$ 39.0014	\$ 39.9764	\$ 40.9758	\$ 42.0002	\$ 43.0502	\$ 44.1265	\$ 45.2296	\$ 46.3604	\$ 47.5194	x	
INFORMATION TECHNOLOGY MANAGER	\$ 117,885.18	\$ 120,832.30	\$ 123,853.11	\$ 126,949.44	\$ 130,123.18	\$ 133,376.26	\$ 136,710.66	\$ 140,128.43	\$ 143,631.64	\$ 147,222.43		x
INFORMATION TECHNOLOGY TECHNICIAN	\$ 30.0995	\$ 30.8520	\$ 31.6233	\$ 32.4139	\$ 33.2243	\$ 34.0549	\$ 34.9062	\$ 35.7789	\$ 36.6734	\$ 37.5902	x	
JUNIOR PLANNER	\$ 30.1877	\$ 30.9424	\$ 31.7160	\$ 32.5089	\$ 33.3216	\$ 34.1546	\$ 35.0085	\$ 35.8837	\$ 36.7808	\$ 37.7003	x	
MAINTENANCE WORKER I	\$ 20.6537	\$ 21.1700	\$ 21.6993	\$ 22.2417	\$ 22.7978	\$ 23.3677	\$ 23.9519	\$ 24.5507	\$ 25.1645	\$ 25.7936	x	
MAINTENANCE WORKER II	\$ 22.7190	\$ 23.2870	\$ 23.8691	\$ 24.4659	\$ 25.0775	\$ 25.7044	\$ 26.3471	\$ 27.0057	\$ 27.6809	\$ 28.3729	x	
MANAGEMENT ANALYST I	\$ 74,186.06	\$ 76,040.71	\$ 77,941.73	\$ 79,890.27	\$ 81,887.53	\$ 83,934.71	\$ 86,033.08	\$ 88,183.91	\$ 90,388.51	\$ 92,648.22		x
MANAGEMENT ANALYST II	\$ 81,604.66	\$ 83,644.78	\$ 85,735.90	\$ 87,879.29	\$ 90,076.28	\$ 92,328.18	\$ 94,636.39	\$ 97,002.30	\$ 99,427.36	\$ 101,913.04		x
OFFICE ASSISTANT	\$ 19.0643	\$ 19.5409	\$ 20.0294	\$ 20.5302	\$ 21.0434	\$ 21.5695	\$ 22.1087	\$ 22.6615	\$ 23.2280	\$ 23.8087	x	

Full-Time Unrepresented Position Titles	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Hourly	Annual
OPERATIONS MANAGER	\$ 112,180.83	\$ 114,985.36	\$ 117,859.99	\$ 120,806.49	\$ 123,826.65	\$ 126,922.32	\$ 130,095.38	\$ 133,347.76	\$ 136,681.45	\$ 140,098.49		x
PAYROLL SPECIALIST	\$ 35.6664	\$ 36.5581	\$ 37.4721	\$ 38.4089	\$ 39.3691	\$ 40.3533	\$ 41.3621	\$ 42.3962	\$ 43.4561	\$ 44.5425	x	
PAYROLL TECHNICIAN	\$ 28.9785	\$ 29.7030	\$ 30.4456	\$ 31.2067	\$ 31.9869	\$ 32.7865	\$ 33.6062	\$ 34.4464	\$ 35.3075	\$ 36.1902	x	
PLANNING MANAGER	\$ 112,180.83	\$ 114,985.36	\$ 117,859.99	\$ 120,806.49	\$ 123,826.65	\$ 126,922.32	\$ 130,095.38	\$ 133,347.76	\$ 136,681.45	\$ 140,098.49		x
PLANNING TECHNICIAN	\$ 25.9105	\$ 26.5583	\$ 27.2222	\$ 27.9028	\$ 28.6004	\$ 29.3154	\$ 30.0483	\$ 30.7995	\$ 31.5695	\$ 32.3587	x	
PLANS EXAMINER <i>eff. April 10, 2022</i>	\$ 37.5950	\$ 38.5349	\$ 39.4982	\$ 40.4857	\$ 41.4978	\$ 42.5353	\$ 43.5987	\$ 44.6886	\$ 45.8059	\$ 46.9510	x	
POLICE COMMANDER	\$ 142,286.88	\$ 145,844.05	\$ 149,490.15	\$ 153,227.40	\$ 157,058.09	\$ 160,984.54	\$ 165,009.15	\$ 169,134.38	\$ 173,362.74	\$ 177,696.81		x
POLICE COMMUNICATIONS SUPERVISOR	\$ 83,435.97	\$ 85,521.87	\$ 87,659.91	\$ 89,851.41	\$ 92,097.70	\$ 94,400.14	\$ 96,760.14	\$ 99,179.15	\$ 101,658.62	\$ 104,200.09		x
POLICE LIEUTENANT	\$ 121,865.88	\$ 124,912.53	\$ 128,035.34	\$ 131,236.23	\$ 134,517.13	\$ 137,880.06	\$ 141,327.06	\$ 144,860.24	\$ 148,481.75	\$ 152,193.79		x
POLICE SERGEANT	\$ 44.3792	\$ 45.4886	\$ 46.6259	\$ 47.7915	\$ 48.9863	\$ 50.2110	\$ 51.4662	\$ 52.7529	\$ 54.0717	\$ 55.4235	x	
POLICE SERVICES MANAGER	\$ 99,491.38	\$ 101,978.66	\$ 104,528.13	\$ 107,141.33	\$ 109,819.87	\$ 112,565.36	\$ 115,379.50	\$ 118,263.99	\$ 121,220.59	\$ 124,251.10		x
POLICE SERVICES SUPERVISOR	\$ 83,435.97	\$ 85,521.87	\$ 87,659.91	\$ 89,851.41	\$ 92,097.70	\$ 94,400.14	\$ 96,760.14	\$ 99,179.15	\$ 101,658.62	\$ 104,200.09		x
PRINCIPAL ACCOUNTANT-AUDITOR	\$ 107,168.39	\$ 109,847.60	\$ 112,593.79	\$ 115,408.64	\$ 118,293.86	\$ 121,251.20	\$ 124,282.48	\$ 127,389.54	\$ 130,574.28	\$ 133,838.64		x
PRINCIPAL CIVIL ENGINEER	\$ 112,144.82	\$ 114,948.44	\$ 117,822.15	\$ 120,767.70	\$ 123,786.90	\$ 126,881.57	\$ 130,053.61	\$ 133,304.95	\$ 136,637.57	\$ 140,053.51		x
PRINCIPAL INFORMATION TECHNOLOGY ANALYST	\$ 107,168.39	\$ 109,847.60	\$ 112,593.79	\$ 115,408.64	\$ 118,293.86	\$ 121,251.20	\$ 124,282.48	\$ 127,389.54	\$ 130,574.28	\$ 133,838.64		x
PROGRAM ANALYST	\$ 34.5910	\$ 35.4558	\$ 36.3422	\$ 37.2507	\$ 38.1820	\$ 39.1365	\$ 40.1149	\$ 41.1178	\$ 42.1458	\$ 43.1994	x	
PROGRAM ASSISTANT	\$ 20.9707	\$ 21.4949	\$ 22.0323	\$ 22.5831	\$ 23.1477	\$ 23.7264	\$ 24.3196	\$ 24.9275	\$ 25.5507	\$ 26.1895	x	
RECEPTIONIST	\$ 15.8869	\$ 16.2841	\$ 16.6912	\$ 17.1085	\$ 17.5362	\$ 17.9746	\$ 18.4240	\$ 18.8846	\$ 19.3567	\$ 19.8406	x	
SENIOR ACCOUNTANT-AUDITOR	\$ 98,537.62	\$ 101,001.06	\$ 103,526.09	\$ 106,114.24	\$ 108,767.10	\$ 111,486.28	\$ 114,273.43	\$ 117,130.27	\$ 120,058.53	\$ 123,059.99		x
SENIOR BUILDING INSPECTOR	\$ 37.5950	\$ 38.5349	\$ 39.4982	\$ 40.4857	\$ 41.4978	\$ 42.5353	\$ 43.5987	\$ 44.6886	\$ 45.8059	\$ 46.9510	x	
SENIOR CIVIL ENGINEER <i>eff. July 3, 2022</i>	\$ 101,949.77	\$ 104,498.51	\$ 107,110.97	\$ 109,788.75	\$ 112,533.47	\$ 115,346.80	\$ 118,230.47	\$ 121,186.24	\$ 124,215.89	\$ 127,321.29		x
SENIOR CIVIL/TRAFFIC ENGINEER	\$ 101,949.77	\$ 104,498.51	\$ 107,110.97	\$ 109,788.75	\$ 112,533.47	\$ 115,346.80	\$ 118,230.47	\$ 121,186.24	\$ 124,215.89	\$ 127,321.29		x
SENIOR INFORMATION TECHNOLOGY TECHNICIAN	\$ 34.6142	\$ 35.4796	\$ 36.3666	\$ 37.2757	\$ 38.2076	\$ 39.1628	\$ 40.1419	\$ 41.1454	\$ 42.1740	\$ 43.2284	x	
SENIOR MAINTENANCE WORKER	\$ 26.1270	\$ 26.7802	\$ 27.4497	\$ 28.1360	\$ 28.8394	\$ 29.5604	\$ 30.2994	\$ 31.0568	\$ 31.8333	\$ 32.6291	x	
SENIOR MANAGEMENT ANALYST	\$ 93,845.40	\$ 96,191.53	\$ 98,596.32	\$ 101,061.23	\$ 103,587.76	\$ 106,177.45	\$ 108,831.89	\$ 111,552.69	\$ 114,341.50	\$ 117,200.04		x
SENIOR OFFICE ASSISTANT	\$ 20.9707	\$ 21.4949	\$ 22.0323	\$ 22.5831	\$ 23.1477	\$ 23.7264	\$ 24.3196	\$ 24.9275	\$ 25.5507	\$ 26.1895	x	
SENIOR PLANNER	\$ 84,902.17	\$ 87,024.73	\$ 89,200.35	\$ 91,430.35	\$ 93,716.11	\$ 96,059.02	\$ 98,460.49	\$ 100,922.00	\$ 103,445.05	\$ 106,031.18		x
SENIOR PLANNING TECHNICIAN	\$ 28.5015	\$ 29.2141	\$ 29.9444	\$ 30.6930	\$ 31.4604	\$ 32.2469	\$ 33.0530	\$ 33.8794	\$ 34.7263	\$ 35.5945	x	
SENIOR TRAFFIC TECHNICIAN	\$ 30.7239	\$ 31.4920	\$ 32.2793	\$ 33.0863	\$ 33.9135	\$ 34.7613	\$ 35.6304	\$ 36.5211	\$ 37.4341	\$ 38.3700	x	
SENIOR DATABASE AND APPLICATIONS ANALYST	\$ 48.1333	\$ 49.3366	\$ 50.5701	\$ 51.8343	\$ 53.1302	\$ 54.4584	\$ 55.8199	\$ 57.2154	\$ 58.6458	\$ 60.1119	x	
STREETS & UTILITIES MAINTENANCE SUPERVISOR	\$ 93,845.40	\$ 96,191.53	\$ 98,596.32	\$ 101,061.23	\$ 103,587.76	\$ 106,177.45	\$ 108,831.89	\$ 111,552.69	\$ 114,341.50	\$ 117,200.04		x
TRAFFIC & SIGNAL OPERATIONS SUPERVISOR	\$ 93,845.40	\$ 96,191.53	\$ 98,596.32	\$ 101,061.23	\$ 103,587.76	\$ 106,177.45	\$ 108,831.89	\$ 111,552.69	\$ 114,341.50	\$ 117,200.04		x
Citrus Heights Police Officers Association	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Hourly	Annual
POLICE OFFICER	\$ 37.0487	\$ 37.9749	\$ 38.9242	\$ 39.8974	\$ 40.8948	\$ 41.9172	\$ 42.9651	\$ 44.0392	\$ 45.1402	\$ 46.2687	x	
Non-Swon (non-members of Police Officers Association)												
POLICE OFFICER RECRUIT	\$ 35.2845											



Citrus Heights Police Employees Association	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Hourly	Annual
ANIMAL SERVICES OFFICER I	\$ 26.7673	\$ 27.4365	\$ 28.1224	\$ 28.8255	\$ 29.5461	\$ 30.2848	\$ 31.0419	\$ 31.8179	\$ 32.6134	\$ 33.4287	x	
ANIMAL SERVICES OFFICER II	\$ 29.4439	\$ 30.1800	\$ 30.9345	\$ 31.7079	\$ 32.5006	\$ 33.3131	\$ 34.1459	\$ 34.9995	\$ 35.8745	\$ 36.7714	x	
CODE ENFORCEMENT OFFICER I	\$ 26.7673	\$ 27.4365	\$ 28.1224	\$ 28.8255	\$ 29.5461	\$ 30.2848	\$ 31.0419	\$ 31.8179	\$ 32.6134	\$ 33.4287	x	
CODE ENFORCEMENT OFFICER II	\$ 29.4439	\$ 30.1800	\$ 30.9345	\$ 31.7079	\$ 32.5006	\$ 33.3131	\$ 34.1459	\$ 34.9995	\$ 35.8745	\$ 36.7714	x	
CODE ENFORCEMENT TECHNICIAN	\$ 24.3339	\$ 24.9422	\$ 25.5658	\$ 26.2049	\$ 26.8601	\$ 27.5316	\$ 28.2199	\$ 28.9254	\$ 29.6485	\$ 30.3897	x	
COMMUNITY SERVICES OFFICER I	\$ 22.2864	\$ 22.8435	\$ 23.4146	\$ 24.0000	\$ 24.6000	\$ 25.2150	\$ 25.8453	\$ 26.4915	\$ 27.1538	\$ 27.8326	x	
COMMUNITY SERVICES OFFICER II	\$ 24.5151	\$ 25.1280	\$ 25.7562	\$ 26.4001	\$ 27.0601	\$ 27.7366	\$ 28.4300	\$ 29.1407	\$ 29.8693	\$ 30.6160	x	
CRIME SCENE / PROPERTY EVIDENCE SPECIALIST I	\$ 26.9109	\$ 27.5837	\$ 28.2732	\$ 28.9801	\$ 29.7046	\$ 30.4472	\$ 31.2084	\$ 31.9886	\$ 32.7883	\$ 33.6080	x	
CRIME SCENE / PROPERTY EVIDENCE SPECIALIST II	\$ 29.6019	\$ 30.3419	\$ 31.1005	\$ 31.8780	\$ 32.6749	\$ 33.4918	\$ 34.3291	\$ 35.1873	\$ 36.0670	\$ 36.9687	x	
POLICE CRIME ANALYST	\$ 32.5622	\$ 33.3762	\$ 34.2106	\$ 35.0659	\$ 35.9426	\$ 36.8411	\$ 37.7621	\$ 38.7062	\$ 39.6739	\$ 40.6657	x	
POLICE DISPATCHER I *	\$ 29.3871	\$ 30.1218	\$ 30.8749	\$ 31.6467	\$ 32.4379	\$ 33.2488	\$ 34.0801	\$ 34.9321	\$ 35.8054	\$ 36.7005	x	
POLICE DISPATCHER II *	\$ 32.3260	\$ 33.1341	\$ 33.9625	\$ 34.8115	\$ 35.6818	\$ 36.5739	\$ 37.4882	\$ 38.4254	\$ 39.3860	\$ 40.3707	x	
POLICE RECORDS ASSISTANT I *	\$ 22.0601	\$ 22.6116	\$ 23.1769	\$ 23.7563	\$ 24.3502	\$ 24.9589	\$ 25.5829	\$ 26.2225	\$ 26.8780	\$ 27.5500	x	
POLICE RECORDS ASSISTANT II *	\$ 24.2661	\$ 24.8727	\$ 25.4945	\$ 26.1319	\$ 26.7852	\$ 27.4548	\$ 28.1412	\$ 28.8447	\$ 29.5659	\$ 30.3050	x	
SENIOR ANIMAL SERVICES OFFICER	\$ 33.8634	\$ 34.7099	\$ 35.5777	\$ 36.4671	\$ 37.3788	\$ 38.3133	\$ 39.2711	\$ 40.2529	\$ 41.2592	\$ 42.2907	x	
SENIOR COMMUNITY SERVICES OFFICER	\$ 28.1924	\$ 28.8972	\$ 29.6196	\$ 30.3601	\$ 31.1191	\$ 31.8971	\$ 32.6945	\$ 33.5119	\$ 34.3497	\$ 35.2084	x	
SENIOR CRIME SCENE / PROPERTY EVIDENCE SPECIALIST	\$ 32.5622	\$ 33.3762	\$ 34.2106	\$ 35.0659	\$ 35.9426	\$ 36.8411	\$ 37.7621	\$ 38.7062	\$ 39.6739	\$ 40.6657	x	
SENIOR POLICE DISPATCHER *	\$ 35.5585	\$ 36.4475	\$ 37.3587	\$ 38.2926	\$ 39.2499	\$ 40.2312	\$ 41.2370	\$ 42.2679	\$ 43.3246	\$ 44.4077	x	
SENIOR POLICE RECORDS ASSISTANT *	\$ 26.6927	\$ 27.3600	\$ 28.0440	\$ 28.7451	\$ 29.4637	\$ 30.2003	\$ 30.9553	\$ 31.7292	\$ 32.5224	\$ 33.3355	x	
SENIOR CODE ENFORCEMENT OFFICER	\$ 32.3883	\$ 33.1980	\$ 34.0280	\$ 34.8787	\$ 35.7507	\$ 36.6444	\$ 37.5605	\$ 38.4996	\$ 39.4620	\$ 40.4486	x	

\*Hourly rate based on 1872 annual hours  
**CITY COUNCIL** \$600 per month (as outlined in Government Code § 36516)

Extra Help	Hourly Range Low	Hourly Range High
ASSOCIATE ENGINEER - EXTRA HELP	\$ 38.7465	\$ 48.3891
CITY ENGINEER - EXTRA HELP	\$ 64.5108	\$ 80.5652
COMMUNITY SERVICES OFFICER - EXTRA HELP	\$ 22.2864	\$ 27.8326
DATA ENTRY ASSISTANT - EXTRA HELP	\$ 16.9693	\$ 21.1923
FACILITY ATTENDANT	\$ 17.2876	\$ 17.2876
FACILITY ATTENDANT TRAINEE	\$ 15.5000	\$ 15.5000
INTERN - EXTRA HELP	\$ 15.5000	\$ 15.5000
JUNIOR ENGINEERING AIDE- EXTRA HELP	\$ 16.7976	\$ 20.9779
MANAGEMENT AIDE - EXTRA HELP	\$ 18.0216	\$ 22.5066
MANAGEMENT INTERN - EXTRA HELP	\$ 15.6710	\$ 19.2627
OFFICE ASSISTANT - EXTRA HELP	\$ 19.0643	\$ 23.8087
POLICE DISPATCH ASSISTANT - EXTRA HELP	\$ 20.9908	\$ 26.2146
POLICE DISPATCHER-PER DIEM A	\$ 29.3871	\$ 29.3871
POLICE DISPATCHER-PER DIEM B	\$ 36.7005	\$ 36.7005
POLICE DISPATCHER-PER DIEM C	\$ 40.3707	\$ 40.3707
POLICE FLEET MANAGER- EXTRA HELP	\$ 53.9331	\$ 67.3550
POLICE OFFICER - RESERVE III-EXTRA HELP	\$ 15.5000	\$ 19.2600
POLICE OFFICER - RESERVE II-EXTRA HELP	\$ 16.7500	\$ 20.5100
POLICE OFFICER - RESERVE I-EXTRA HELP	\$ 37.0487	\$ 46.2687
POLICE OFFICER - R1 TRAINEE-EXTRA HELP	\$ 21.7750	\$ 26.6630
POLICE RECORDS ASSISTANT I - EXTRA HELP	\$ 22.0601	\$ 27.5500
POLICE RECORDS ASSISTANT II - EXTRA HELP	\$ 24.2661	\$ 30.3050
PROGRAM ANALYST - EXTRA HELP	\$ 34.5910	\$ 43.1994
PROGRAM ASSISTANT - EXTRA HELP	\$ 20.9707	\$ 26.1895
PROPERTY CLERK - EXTRA HELP	\$ 21.1442	\$ 26.4062
SENIOR ACCOUNT-AUDITOR - EXTRA HELP	\$ 47.3739	\$ 59.1635
SENIOR POLICE RECORDS ASSISTANT -EXTRA HELP	\$ 26.6927	\$ 33.3355
VOLUNTEER COORDINATOR - EXTRA HELP	\$ 24.5152	\$ 30.6160

Executive Management	Annual Range Low	Annual Range High
ADMINISTRATIVE SERVICES DIRECTOR	\$ 142,858.65	\$ 188,933.27
ASSISTANT CITY MANAGER	\$ 157,146.77	\$ 207,826.60
CHIEF OF POLICE	\$ 174,506.21	\$ 230,787.26
CITY MANAGER <i>eff. January 13, 2022</i>	\$ 240,000.00	\$ 240,000.00
COMMUNITY DEVELOPMENT DIRECTOR	\$ 142,858.65	\$ 188,933.27
COMMUNITY SERVICES DIRECTOR	\$ 150,003.73	\$ 198,379.93
ECONOMIC DEVELOPMENT AND COMMUNITY ENGAGEMNET DIRECTOR	\$ 142,858.65	\$ 188,933.27
FINANCE DIRECTOR	\$ 142,858.65	\$ 188,933.27

<b><u>Revision Summary</u></b>
Resolution 2013-097 passed 09-04-2013; eff. 07-01-2013
Resolution 2013-129 passed 12-13-2013; eff. pay date of 01-17-2014
Resolution 2014-018 passed 02-13-2014; eff. 02-13-14
Resolution 2014-049 passed 06-12-2014; eff. 06-12-2014
Resolution 2014-118 passed 12-11-2014 Retroactive Schedule for FY 2012-2013
Resolution 2014-122 passed 12-11-2014 eff. 12-28-2014
Resolution 2015-007 passed 01-22-2015 eff. 01-25-2015
Resolution 2015-077 passed 07-23-2015 eff. pay date of 07-17-2015
Resolution 2015-106 passed 12-10-2015 eff. 01-01-2016
Resolution 2016-041 passed 06-23-2016 eff. pay date of 07-15-16
Resolution 2016-057 passed 07-28-2016 eff. 06-25-2016 (incl. represented)
Resolution 2016-099 passed 12-08-2016 eff. 01-01-2017
Resolution 2017-026 passed 04-27-2017 eff. retroactive to 11-14-16
Resolution 2017-026 passed 04-27-2017 eff. 04-27-2017
Resolution 2017-065 passed 08-10-2017 eff. 08-13-2017
Resolution 2017-075 passed 08-24-2017 eff. 09-03-2017
Resolution 2017-087 passed 10-12-2017 eff. 10-12-2017
Resolution 2017-090 passed 10-26-2017 eff. 10-29-2017 (incl. represented POA)
Resolution 2017-096 passed 12-14-2017 eff. 01-01-2018
Resolution 2018-046 passed 05-24-2018 eff. retroactive to 02-17-2018
Resolution 2018-117 passed 11-08-2018 eff. 11-08-2018
Resolution 2018-128 passed 12-13-2018 eff. 12-23-2018
Resolution 2019-017 passed 01-24-2019 eff. retroactive to 01-06-2019
Resolution 2019-100 passed 11-14-2019
Resolution 2019-101 passed 11-14-2019 eff. 12-22-2019
Resolution 2020-122 passed 11-12-2020 eff. 12-20-2020
Resolution 2021-013 passed 03-11-2021
Resolution 2021-075 passed 08-12-2021
Resolution 2021-087 passed 10-14-2021
Resolution 2021-101 passed 12-09-2021
Resolution 2021-112 passed 12-23-2021
Resolution 2022-059 passed 06-23-2022
Resolution 2022-095 passed 09-22-2022
Resolution 2021-087 & 2021-112 POA & PEA MOUs 2% COLA effective 09-25-2022
Resolution 2022-XXX passed 11-10-2022



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT

### MEMORANDUM

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
Ashley J. Feeney, City Manager

**FROM:** Tammy Nossardi, Finance Manager

**SUBJECT:** Quarterly Treasurer's Report

#### **Summary and Recommendation**

Staff recommends the City Council receive and file the Quarterly Treasurer's Report for the quarter ending September 30, 2022. This report is a standard quarterly report submitted in accordance with the provisions of California Government Code Section 53646(b) whereas it states the treasurer or chief fiscal officer may render a quarterly report to the chief executive officer, the internal auditor, and the legislative body of the local agency.

#### **Fiscal Impact**

There is no fiscal impact associated with this action. The attached report is for informational purposes on the effects of current market conditions to the City's investment portfolio.

#### **Background and Analysis**

The market value of cash and investments for all City funds on September 30, 2022 was \$41,531,752 down from \$46,443,801 on June 30, 2021. The reduction is mainly due to the withdrawal of cash and investments to cover expenditures during the first quarter due to the delay in revenue payments received. This is consistent with prior fiscal years for the same quarter period and displays the need for adequate surplus of funds in reserves.

The breakdown of the City's investment portfolio and current rate of return is as follows:

	Market Value as of 9/30/22	Rate of Return as of 9/30/22
Local Agency Investment Funds (LAIF)	40,860,823	1.350%
US Bank – General Account	670,899	0.00%
Treasuries/CD/Charles Schwab	31	0.00%

**Subject: Quarterly Treasurer's Report****Date: November 10, 2022****Page 2 of 2**

Significant deposits for FY22-23 first quarter included:

Sales Tax received thru September 30, 2022	\$1,097,675
--	-------------

Included in the City's investment portfolio are the uncommitted American Rescue Plan Act (ARPA) funds at \$8,040,281 thru September 30, 2022. The amount committed by Council through the same date is \$7,626,691.

Amount received from US Treasury in May 2021 & 2022	<b>\$15,676,972</b>
Expended Amount thru September 30, 2022	\$2,434,566
Committed Amount thru September 30, 2022	\$5,202,125
<b>Remaining Uncommitted Amount thru September 30, 2022</b>	<b>\$8,040,281</b>

The breakdown of Council approved committed ARPA funds:

<b>Date of Council Approval</b>	<b>Project Name</b>	<b>Adopted ARPA Funds</b>
6/24/21	Rehire Public Safety staff to pre-pandemic levels FY 21/22	\$1,568,805
6/24/21	Rehire Public Safety staff to pre-pandemic levels FY 22/23	\$2,811,775
1/13/22	Small Business COVID Recovery Grant	\$281,111
6/23/22	Beautification Crew Pilot Program	\$875,000
6/23/22	Police Fleet Vehicles & Equipment	\$1,400,000
6/23/22	Public Safety Communications Center Critical Needs	\$600,000
6/23/22	Block Party Trailer – Economic Development	\$50,000
9/22/22	Community Projects Grant Program	\$50,000
	<b>Committed Amount thru September 30, 2022</b>	<b>\$7,636,691</b>

**Attachments**

1. Treasurer's Report as of September 30, 2022.



**RCM Robinson Capital Management LLC**

27 Reed Boulevard

Mill Valley, CA 94941

Phone: 415-771-9421

Fax: 415-762-1980

# City of Citrus Heights

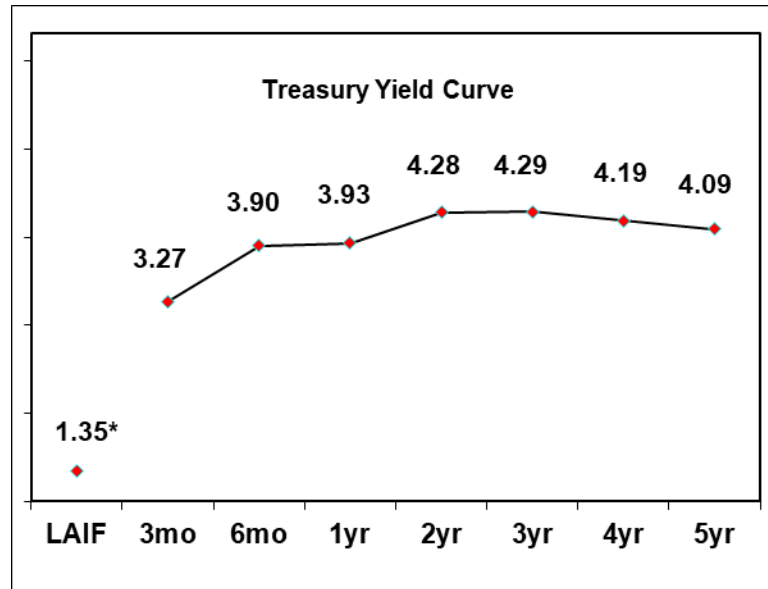
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Report period September 1, 2022 – September 30, 2022

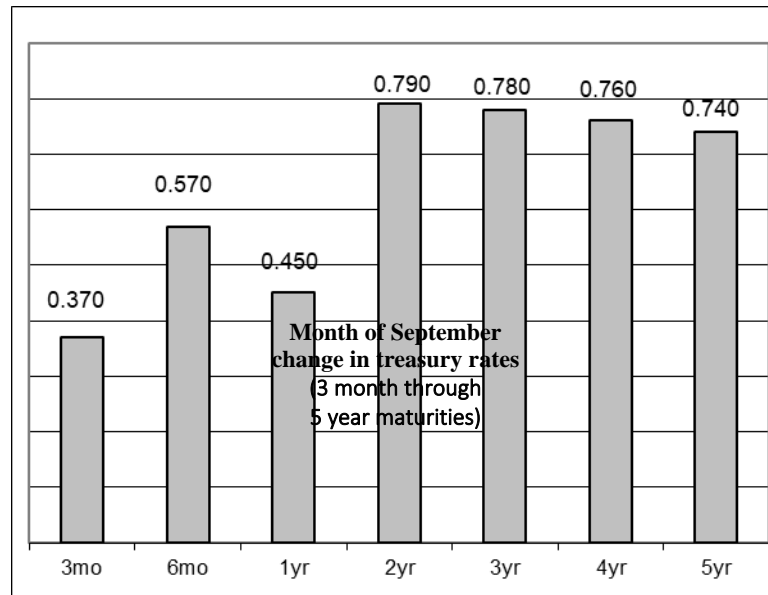
The Treasurer's investment portfolio is in compliance with the California Government Code Section 53601.

# Institutional Fixed Income Market Review

## September 30, 2022



\*LAIF apportionment rate.



### Jobs

Nonfarm payrolls increased by 263,000 in September, beating forecast expectations. The unemployment rate fell to 3.5 percent, which was well below the 3.7 percent forecasted. Worker participation rate declined to 62.3 percent; 1.1 percent lower than February 2020. Average hourly earnings rose 0.3 percent for the month, and 5 percent from a year ago.

### Inflation

Consumer prices (CPI) surged 0.4 percent in September, double the median forecast of a 0.2 percent and rose 8.2 percent from a year ago. The core rate (less food and energy) also came in higher, adding 0.6 percent and 6.6 percent from a year ago, a new 40yr high. With changing consumer preferences shifting from goods to services, the core services component of CPI gained 0.45 percent, the most since 1990.

### Consumer confidence

US consumer confidence rose for a second month in September to the highest since April, indicating a strong job market and wage increases are contributing to a more optimistic view of the economy. The Conference Board's Index increased to 108 from a 103.6 reading in August.

### Fed watch

According to the Bloomberg Fed Funds futures implied rates function, the Federal Reserve is expected to raise the Fed Funds target rate at the next four meetings (November, December, February 2023, and March 2023), bringing the overnight rate to 4.75-5.00.

**CITY OF CITRUS HEIGHTS  
SUMMARY OF INVESTMENTS  
INVESTMENT PORTFOLIO SEPTEMBER 30, 2022**

	<i>COST</i>	<i>FACE</i>	<i>MARKET</i>	<i>PERCENT</i>	<i>DAYS TO MATURITY</i>	<i>YIELD TO MATURITY</i>	<i>WEIGHTED YIELD</i>
STATE-LOCAL AGENCY INVESTMENT FUNDS	40,860,823.09	40,860,823.09	40,860,823.09	98.4%	1	1.350%	1.328%
GENERAL ACCOUNT/US BANK	670,898.66	670,898.66	670,898.66	1.6%	1	0.000%	0.000%
FEDERAL AGENCIES/TREASURIES/CD'S/SCHWAB	30.55	30.55	30.55	0.0%			
<b>GRAND TOTAL INVESTMENT PORTFOLIO</b>	<b>41,531,752.30</b>	<b>41,531,752.30</b>	<b>41,531,752.30</b>	<b>100%</b>	<b>1</b>	<b>1.332%</b>	<b>1.328%</b>

LOCAL AGENCY INVESTMENT FUND (LAIF) RATE OF RETURN	1.350%
CITY WEIGHTED AVERAGE RATE OF RETURN (including non-interest bearing checking)	1.328%
CITY EFFECTIVE RATE OF RETURN SEPTEMBER 2022	1.350%
CITY EFFECTIVE RATE OF RETURN FISCAL YEAR TO DATE	1.350%
CITY INTEREST EARNINGS FISCAL YEAR TO DATE	141,336.93

In accordance with California Government Code Section 53646 as amended, the following certification accompanies this report:

The Finance Director of the City of Citrus Heights hereby certifies that sufficient investment liquidity exists and anticipated revenues are available to meet the City's budgeted expenditure requirements for the next six months. In addition, it is hereby certified that investments in the City's portfolio comply with the requirements of the City of Citrus Height's adopted investment policy.

Respectfully submitted,

Susan Talwar  
Administrative Services Director

CITY OF CITRUS HEIGHTS DETAIL OF PORTFOLIO INVESTMENTS  
SEPTEMBER  
2022

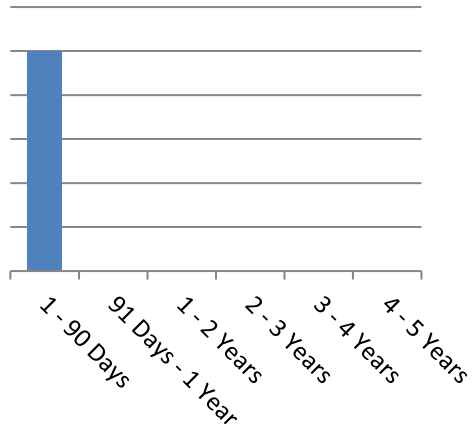
	<i>SymPro</i>	<i>Cusip</i>	<i>Moody's</i>	<i>S &amp; P</i>	<i>Book Value</i>	<i>Face Value</i>	<i>Market Value</i>	<i>Rate</i>	<i>YTM</i>	<i>Purchase</i>	<i>Maturity</i>	<i>Maturity/Call</i>
		<i>Number</i>	<i>Rating</i>	<i>Rating</i>						<i>Date</i>	<i>Date</i>	<i>Days</i>
<b>LOCAL AGENCY INVESTMENT FUND</b>												
Local Agency Investment Fund					40,860,823.09	40,860,823.09	40,860,823.09	1.350%	1.350%			1
<b>TOTAL</b>					<b>40,860,823.09</b>	<b>40,860,823.09</b>	<b>40,860,823.09</b>					<b>1</b>
<b>GENERAL ACCOUNT/US BANK</b>												
US Bank Corporate Checking					670,898.66	670,898.66	670,898.66	0.000%	0.000%			1
<b>TOTAL</b>					<b>670,898.66</b>	<b>670,898.66</b>	<b>670,898.66</b>					<b>1</b>
<b>CUSTODY ACCOUNT/SCHWAB</b>												
Schwab Bank Sweep (FDIC)					30.55	30.55	30.55	0.400%	0.400%			1
<b>TOTAL</b>					<b>30.55</b>	<b>30.55</b>	<b>30.55</b>					<b>1</b>
<b>MEDIUM TERM NOTES/FEDERAL AGENCY/CERTIFICATES OF DEPOSIT/ TREASURY COUPON SECURITIES</b>												
<b>TOTAL</b>					<b>0.00</b>	<b>0.00</b>	<b>0.00</b>					
<b>TOTAL INVESTMENT PORTFOLIO</b>					<b>41,531,752.30</b>	<b>41,531,752.30</b>	<b>41,531,752.30</b>					



**City of Citrus Heights**  
**Portfolio Management**  
**Portfolio Statistics and Performance**  
**September 30, 2022**

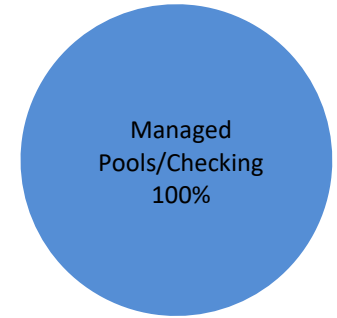
**Portfolio Liquidity**

Aging Interval	Par Value
1 - 90 Days	41,531,752
91 Days - 1 Year	0
1 - 2 Years	0
2 - 3 Years	0
3 - 4 Years	0
4 - 5 Years	0
<b>TOTAL</b>	<b>41,531,752</b>

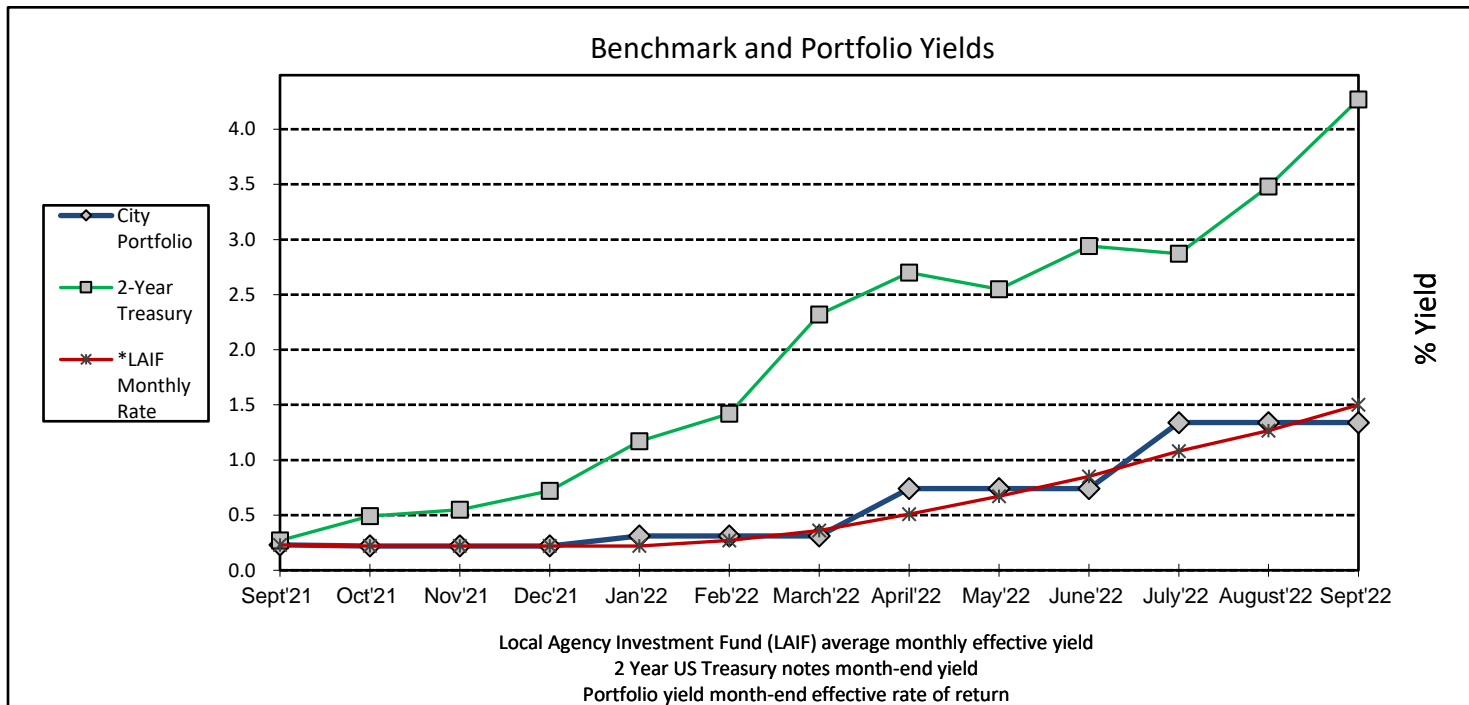


**Portfolio Composition**

Investment Type	Market Value
Managed Pools/Checking	41,531,752
Federal Agency Issues	0
U.S. Treasuries	0
Corporate Notes	0
Certificates of Deposit	0



\*To maturity (does not include call date)



**Disclosures:**

*Advisory services offered through RCM Robinson Capital Management LLC, SEC Registered Investment Advisor. Securities offered through Securities America, Inc., Member FINRA/SIPC. Douglas C. Robinson, Registered Representative. RCM Robinson Capital Management LLC and Securities America, Inc. are separate entities.*

*Information contained herein is based on sources and data believed to be reliable but is not guaranteed. This is not an offer to buy or sell securities. This data is for informational purposes and is not intended to replace statements, confirms, or 1099 Forms distributed by the custodian(s) of your assets. Past performance does not guarantee future results. This report is a combination of multiple account registrations and/or positions from various product sponsors and entities and may include assets not held by Securities America. Values for “held away assets” have not been verified. These assets may not be covered by SIPC coverage. Securities America’s SIPC coverage extends only to assets held at our firm. For assets held away from Securities America, contact your financial representative at those entities with questions regarding their SIPC membership and coverage, and/or the accuracy of positions, share prices and share amounts.*



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT MEMORANDUM

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members

**FROM:** Ashley J. Feeney, City Manager

**SUBJECT:** Adoption of Six-Month Strategic Planning Objectives

### **Summary and Recommendation**

The City Council and staff held a Strategic Planning Retreat on October 25, 2022, where the City Council heard the results of the adopted strategic goals that covered a six-month planning period ending November 1, 2022. In accordance with the established strategic planning process, the Strategic Planning Retreat was held to review the last six-month goal period and to discuss strategic goals for the next six-month planning period November 1, 2022 to May 1, 2023.

There was a significant amount of discussion around the success of the City Council adopted Focus Area Work Plan and continuing to build momentum through considering Six-Month Strategic Objectives that build off of the existing plan. Consistent with the discussion from the retreat, staff have proposed Six-Month Strategic Objectives for adoption through May 1, 2023. Many of the proposed objectives come from the Work Plan Matrix that was reviewed by City Council as part of the memorandum associated with the October 25, 2022 retreat.

Staff recommends the City Council adopt Resolution No. 2022-\_\_\_\_, a resolution of the City Council of the City of Citrus Heights, California, Adopting the “Six-Month Strategic Planning Objectives for November 1, 2022 to May 1, 2023” (Attachment 1).

### **Council Goal**

This item supports all of the City Council three-year goals.

### **Fiscal Impact**

There is no fiscal impact with this action. Funding needed to achieve strategic goals and objectives will be reviewed as part of the City’s budget adoption process.

## **Background**

Since incorporation, Citrus Heights has placed an emphasis on strategic planning to prioritize its policies, programs, and services for the coming year. The City Council, City Manager, and executive staff members participate in the goal and objective-setting process. It is the responsibility of the City Manager to oversee the implementation of the Strategic Plan, coordinating with the City's operating departments and divisions. The current adopted Three-Year Goals (2021-2024) associated with the Strategic Plan are as follows:

- Maintain and enhance fiscal stability
- Maintain public infrastructure and enhance alternative modes of transportation
- Diversify for a resilient economy
- Preserve and enhance public safety
- Enhance community vibrancy and engagement

Historically, every six months the City Council reviews the goals and identifies a list of objectives to support the core goals. Implementation of these objectives is how the City achieves our shared vision of a city of choice for residents and businesses to prosper and thrive.

## **Focus Area Work Plan**

Consistent with one of the May 2022 six-month strategic goals, City Council adopted the Focus Area Work Plan by Resolution at the May 26, 2022 City Council meeting. The Focus Area Work Plan outlines a list of Strategic Objectives through March 2024, clarifying the mission and focus for the remainder of the Three-Year Goal Period. The Focus Area Work Plan list of Strategic Objectives is intended to serve as a road map that provides clarity of mission for strategic planning as many of these actions build off one another.

The Focus Area Work Plan is organized into the following categories:

- Community Image
- Economic Development
- Community Connection
- Infrastructure Maintenance

Several of the proposed six-month strategic objectives for the upcoming planning period were included in the Focus Area Work Plan.

## **Public Comment**

As part of the retreat, oral public comment was received. Incoming San Juan Unified School District Superintendent and current Deputy Superintendent, Melissa Bassanelli introduced herself during public comment and spoke to a desire to engage in conversation about how she and her team can engage with Citrus Heights about school improvement and Citrus Heights centric matters.

In addition, three written comments were delivered:

Andrea Montano

“1) Would love to give a more formal presentation at a future City Council meeting to give more context around tiny homes and the possibility of permitting them as legal, habitable full-time dwellings in the City of Citrus Heights.

2) The Tiny Home Industry Association can help with this effort. We have written, reviewed and published text amendments to ordinances throughout the U.S. and can help cities develop plans to meet your housing needs. Thank you.”

Natalee Price

“Community engagement/beautification/budget flexibility:

What if we develop a program in which community organizations/groups/members can adopt a beautification corridor. They can charge cleanup and replacement planting for a center or section of the city. Maybe annual awards for best or most well-kept. Encourage seasonal/holiday changes to increase vibrancy.”

Al Fox

“Strategic Planning provides an opportunity for Council and Staff to plan for the future. I believe it is important for line-staff, through their supervisors/managers to also look at the future from the viewpoint of those who must deliver the final product/service to ensure they have the necessary tools and support.

The greatest asset is our employees and we need to ensure their voice is heard in the front end of discussions. Most generally they will see what works, does not work or how better to deliver the final product.

Please schedule a public study session on a CH school district before jumping to the issue. If the elevation is over, include the new elected in 2x2s if appropriate.”

### **Proposed Strategic Objectives and Ongoing Work Plan Matrix**

The Work Plan Matrix (Attachment 2) tracks the strategic objective recommendations tables from the Focus Area Work Plan. The left hand column lists all focus area objective staff recommendations. Several of these strategic objectives were codified as adopted six-month strategic objectives over the period ending in November and are noted in bolded font. Progress update on all recommendations are noted in the center column. There are some of the items in the Focus Area Work Plan where progress is being made without the item necessarily being identified as a six-month objective, for those items a brief update is provided. Suggestions for consideration for the upcoming six-month strategic objectives are also in the right hand column. Bolded items in the right hand column are suggested next strategic objectives.

The recommended draft strategic objective statements and implementation measures are specifically designed to be community facing and serving to help address the community focus areas referenced above. The proposed six-month strategic objectives for the November 1, 2022 to the May 1, 2023 planning cycle include a number of non-Focus Area Work Plan items as well

but are important to the organization and consistent with the discussion that came out of the October 25, 2022 Strategic Planning Retreat. The volume of City Council and staff work being delivered throughout 2022 continues to be impressive. Several new programs have been created which are being rolled out as well during the upcoming period. The City Council will be kept abreast of progress through monthly status reports.

**Attachments:**

1. Attachment 1 – Resolution of the City Council of the City of Citrus Heights, California, Adopting the “Six-Month Strategic Planning Objectives for November 1, 2022 to May 1, 2023”.
  - a. Exhibit A – Six-Month Strategic Planning Objectives for November 1, 2022 – May 1, 2023
2. Attachment 2 – Work Plan Matrix

**RESOLUTION NO. 2022- \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS,  
CALIFORNIA, ADOPTING THE “SIX-MONTH STRATEGIC PLANNING OBJECTIVES  
FOR NOVEMBER 1, 2022 – MAY 1, 2023”**

**WHEREAS**, since incorporation, Citrus Heights has placed an emphasis on strategic planning to prioritize its policies, programs, and services for the coming year;

**WHEREAS**, the City Council held its semi-annual Strategic Planning Session on October 25, 2022. At this meeting, six-month strategic objectives were discussed for each of the three-year goal areas (2021-2024), which are: maintain and enhance fiscal stability; maintain public infrastructure and enhance alternative modes of transportation; diversify for a resilient economy; preserve and enhance public safety; and enhance community vibrancy and engagement;

**WHEREAS**, strategic planning is a disciplined effort to produce fundamental actions that shape and guide an organization. The “Six-Month Strategic Planning Objectives for November 1, 2022 – May 1, 2023” reflects finalized goals and objectives established by City Council and staff;

**WHEREAS**, the adoption of the “Six-Month Strategic Planning Objectives for November 1, 2022 – May 1, 2023” would confirm the City Council’s focus and direction to staff as a work plan for the next six month period, and

**WHEREAS**, there are numerous benefits to strategic planning, including; organizations can increase effectiveness and efficiency, improve understanding of the community’s needs, enhance organizational capabilities, and improve communications, and public relations.

**NOW THEREFORE BE IT RESOLVED AND ORDERED** the City Council hereby adopts the “Six-Month Strategic Planning Objectives for November 1, 2022 – May 1, 2023” as outlined in Exhibit A.

**BE IT FURTHER RESOLVED** staff would report out on implementation of the “Six-Month Strategic Planning Objectives for November 1, 2022 – May 1, 2023” to provide opportunities for modifications based upon evolving needs, results, and return on investment.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights, California, this 10 day of November 2022 by the following vote, to wit:

<b>AYES:</b>	<b>Council Members:</b>
<b>NOES:</b>	<b>Council Members:</b>
<b>ABSTAIN:</b>	<b>Council Members:</b>
<b>ABSENT:</b>	<b>Council Members:</b>

---

**Porsche Middleton, Mayor**

**ATTEST:**

---

**Amy Van, City Clerk**

**Exhibit**

A. Six-Month Strategic Planning Objectives for November 1, 2022 – May 1, 2023



# CITY OF CITRUS HEIGHTS    ⚙    STRATEGIC OBJECTIVES

November 1, 2022 – May 1, 2023

THREE-YEAR GOAL: <b>MAINTAIN AND ENHANCE FISCAL STABILITY</b>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
At the January 26, 2023 City Council Meeting	City Attorney and Community Development Director	Present to the City Council an update of the 44- housing related bills passed in 2022 and anticipated impacts to Planning/Housing processes/regulations required to comply with additional unfunded mandates.				
At the February 23, 2023 City Council Meeting	Economic Development & Community Engagement Director	Pending City Council approval, select consultant to begin creation of a comprehensive grants strategy.				Focus Area Work Plan (FAWP) goal
At the March 9, 2023 City Council Meeting	Community Development Director and Housing and Human Services Program Coordinator	Present to the City Council a Purchase and Sale Agreement and Funding Plan for the redevelopment of the Sayonara properties.				

THREE-YEAR GOAL: **MAINTAIN AND ENHANCE FISCAL STABILITY (cont.)**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
Q1 and Q2 2023  Present to CC in May 2023	Administrative Services Director	Prepare and develop the City's 2 – Year Budget FY23-24 & FY24-25 to present to City Council in forms of a workshop and 2x2's with final presentation in May 2023.				
Q1 and Q2 2023	Administrative Services Director	Begin implementation of the Financial module for the TylerMunis Enterprise Resource Planning system.				
By May 1, 2023	Administrative Services Director	Continue to support an environment that makes Citrus Heights a great place to work. Develop a series of approaches that encourages retention and staffing satisfaction as well as enhancing recruitment. Deliver a report to the City Manager with identified opportunities to expand staff bandwidth by leveraging innovative programs such as internships, work-study, and similar approaches.				

**THREE-YEAR GOAL: MAINTAIN PUBLIC INFRASTRUCTURE AND ENHANCE  
ALTERNATIVE MODES OF TRANSPORTATION**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
At the March 23, 2023 City Council Meeting	General Services Director and City Engineer	Develop a long-term pavement restoration plan to include 3-5 year schedule of streets proposed for resurfacing consistent with City Council direction for prioritized focus on streets with higher traffic volumes.				FAWP goal
At the April 27, 2023 City Council Meeting	General Services Director	Present to City Council for consideration soundwall locations recommended for repainting; make recommendations on funding source and seek authorization to release an RFP.				FAWP goal
At the April 27, 2023 City Council Meeting	General Services Director and City Engineer	Present to City Council an inventory, cost estimates and replacement cycle of faded signs, including street name and place making signs for discussion and future budget consideration.				FAWP goal
By May 1, 2023	General Services Director	Present to City Manager for budget consideration cost estimates and strategies for refurbishment of traffic delineation, crosswalks and stop legends with prioritization on areas that are most deteriorated irrespective of pavement status.				FAWP goal

THREE-YEAR GOAL: **DIVERSIFY FOR A RESILIENT ECONOMY**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
At the December 8, 2022 City Council Meeting	Community Development Director, General Services Director, Economic Development & Community Engagement Director	Present a Professional Services Contract for Sunrise Tomorrow Plan Infrastructure Financing Strategies support for the Council's consideration.				FAWP goal
At the February 23, 2023 City Council Meeting	Economic Development & Community Engagement Director	Present to City Council program guidelines and recommendations Develop a grant program utilizing ARPA funding that advances economic development goals of effectively attracting and retaining target businesses and industries.				FAWP goal
At the February 23, 2023 City Council Meeting	Economic Development & Community Engagement Director	Present to City Council program guidelines and recommendations to establish a fund that would be designated for low-interest loans for existing businesses.				FAWP goal

THREE-YEAR GOAL: <b>PRESERVE &amp; ENHANCE PUBLIC SAFETY</b>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
By January 19, 2023	Police Chief	Conduct a retention study with current Police Department staff and staff that have voluntarily left the organization and will present a minimum of two recommendations for enhanced recruitment and retention to the City Manager				
At the January 26, 2023 City Council Meeting	Police Chief and City Attorney	Present to City Council for discussion and direction on issues related to commercial vehicle parking on city streets.				
By February 16, 2023	Police Chief	Analyze community needs related to youth enrichment and safety and present a minimum of three options to the City Manager for consideration of a presentation to City Council.				
By March 30, 2023	Police Chief	Staff to visit a minimum of 30 business to educate managers on best practices related to business safety and nuisance abatement consistent with the Focused Area Work Plan.				FAWP goal

THREE-YEAR GOAL: <b>PRESERVE &amp; ENHANCE PUBLIC SAFETY (cont.)</b>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
By March 30, 2023	Police Chief	The Traffic Team will coordinate a minimum of one special traffic enforcement operation per month and will host at least one regional traffic enforcement operation with allied traffic teams within the City.				
By March 30, 2023	Police Chief	The IMPACT team will coordinate a minimum of one special enforcement operation per month. These operations will focus on the apprehension of chronic criminal offenders or to mitigate a specific criminal issue impacting the City.				

THREE-YEAR GOAL: <b>ENHANCE COMMUNITY VIBRANCY AND ENGAGEMENT</b>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
At the January 26, 2023 City Council Meeting	Community Development Director	Present a scope of work for a Request for Proposals for professional services to evaluate the fiscal impact or benefits and community support for four potential annexation areas.				
At the February 23, 2023 City Council Meeting	Economic Development & Community Engagement Director	Bring a funding request to City Council for implementation of “Citrus Heights Cares” multi-channel signage and marketing campaign				FAWP goal
At the March 9, 2023 City Council Meeting	Community Development Director	Present the findings and outcomes of the Retail to Rooftops program to the City Council and adoption of associated Zoning/Specific Plan changes necessary to comply with State law.				
At the April 13, 2023 City Council Meeting	Community Development Director & General Services Director	Present Park naming approaches and options for the Greenback Lane Open Space for City Council consideration.				
At the April 13, 2023 City Council Meeting	General Services Director & Economic Development & Community Engagement Director	Explore feasibility, costs, logistics and options for a patriotic event and present to City Council.				FAWP goal

## ATTACHMENT 2 - WORK PLAN OBJECTIVES MATRIX

<b>COMMUNITY IMAGE FOCUS AREA WORK PLAN RECCOMENDATIONS</b>		
<b>Strategic Goal Recommendation</b> <b>*Current goal if bolded*</b>	<b>Strategic Goal Progress Update</b> <b>May 2022 – November 2022</b>	<b>Staff Recommendation/Next steps</b> <b>November 2022 – May 2023</b> <b>*Suggested goal if bolded*</b>
<i>Community Image Subcategory: Programs and Partners</i>		
<b>Present to the City Council quarterly reports on the Self Help Program that is coordinated through the City's Navigator reporting out on program successes, challenges and local partner coordination effectiveness.</b>		Ongoing statistics will be collected and distributed.
<i>Community Image Subcategory: Jurisdictional Relationship Challenges and Opportunities</i>		
<b>Contact government agencies that have jurisdictional responsibilities for public areas within the City limits (Caltrans) or on the edge of the City where enforcement and cleanup challenges present problems for residents and businesses to discuss establishing a memorandum of agreement that would allow Citrus Heights greater clean up and enforcement ability.-</b>	Major cleanup at Antelope and I-80 Interchange and Auburn Blvd eastbound off-ramp exit.	Caltrans reviewing a revised Designated Maintenance Agreement allowing Citrus Heights greater clean up and enforcement authority.
Should the revised designated maintenance agreement pursuit be successful, request other government agencies provide reimbursement funding to compensate the City for the costs associated with increased service demands.		
<i>Community Image Subcategory: Blighted Commercial Properties and Trespass Issues</i>		
Proactively contact commercial property owners where code violations create attractive nuisances and trespassing problems to inform them that the issues need to be abated in a timely manner with notice that inattention may result in code violation fines, penalties, clean up liens or other remedies as allowed by law.	Code is proactively scanning commercial properties for violations and sending notices when needed. Once identified, Code conducts spot checks for those locations. Patrol also conducts checks at vacant buildings with ongoing issues.	
Offer Crime Prevention Through Environmental Design (CPTED) surveys and recommendations to owners of	IMPACT Unit is actively doing CPTED evaluations upon request from	



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problematic properties where physical improvements may help address trespassing problems.	the property representatives or referrals for CHPD staff or city partners.	
Seek standing approval from property owners for officers to enter property and serve trespass notices enhancing a Police Officer's ability to remove unwelcome individuals from private property in an expeditious manner where trespass issues persist.	Trained patrol officers to actively asked property representatives if they'd like to give a standing trespass order for their properties. Partnering with Comms to have this documented in the CAD as a "flag" for the specific address. Communicated with DA's Office (head of Intake Dept.) for best practices for this.) Estimate, at least 30-40 properties have "opted in" to this..	
Notify store managers within the City that nuisance abatement supports a vibrant business ecosystem and compliance will fall back on the property owner if a business or store manager will not cooperate with code enforcement officers in addressing trespassing and nuisance abatement.	Code contacts store managers while on scene or prior to sending notice. Code informs store manager of fees/fines if compliance is not achieved. Code always offers 602 option for repeat offenders.	<b>PD will coordinate a minimum of 30 business visits to build community relationships and share this information.</b>
<i>Community Image Subcategory: Blight and Illegal Camps on Public Property</i>		
<b>Bring a proposal to the City Council for a Beautification Crew that will be charged with actively maintaining the public right-of-way to be free and clear of debris and obstructions, both for public safety as well as for aesthetic benefit, contributing to the community's vibrancy and quality of life.</b>	Equipment to support this effort has been procured, and a recruitment process for the two authorized positions was launched this past summer.	
With support from the Beautification Crew allowing for expeditious cleanup and response, active enforcement of encampments and nuisance situations that impede public right-of-ways and other public areas that are detrimental to the public enjoyment and safety.		Deploy Beautification Crew by early November
<i>Legal Tools to Support Proactive Enforcement, Prevention and Care</i>		
<b>Evaluate the process and cost to support a Chronic Nuisance Offender Program which would involve collaboration with partner agencies and the District Attorney's Office to prosecute chronic offenders of codes and ordinances for individuals and/or property</b>	PD and City Attorney collaboratively developed a chronic nuisance function utilizing our current firm and are working to develop test cases.	

<b>owners that continually drain public resources and commit quality of life crimes in the City.</b>		
<b>Evaluate the cost to participate in the Community Prosecutor Program operated out of the Sacramento County District Attorney's Office and/or to seek support from their office for facilitation of prosecution for chronic nuisances through the City Attorney's Office.</b>	The Chronic Nuisance Offender program listed above was determined more appropriate and cost effective than a DA community prosecutor. This goal can be removed from future workload.	
<b>Pursue a conservatorship legal process to help residents experiencing homelessness that are gravely disabled as a result of an untreated mental health disorder or impairment through chronic alcoholism or drug addiction that are incapacitated as a result of their condition.</b>	Identified several conservator options	Identify a proper test case to evaluate these systems
In an effort to get treatment for suffering residents, engage with Sacramento County Behavioral Health as their department implements Laura's Law which provides for court-ordered assisted outpatient treatment for individuals who meet strict legal criteria.	PD is monitoring the progress of Behavioral Health's service enhancements, expected January 2023 at earliest.	Continue to monitor and stay in contact with the County.
Explore licensing opportunities or leasing arrangements with recognized community organizations in certain public spaces (i.e. plazas proximate to business districts) for increased involvement in activity planning and better enforcement of rules relative to undesirable activities that negatively affect business, their patrons and the general public.		
<i>Campaign for Community Pride and Cleanliness</i>		
<b>Develop a Shopping Cart Ordinance and present it for City Council consideration that among other requirements, require that shopping cart fleets be retrofitted with lockable wheel devices to prevent shopping carts from leaving business premises thereby reducing long-term costs for businesses relative to shopping cart replacement and addressing the public nuisance created by stolen shopping carts that become community blight and litter.</b>	The City Council will consider a Shopping Cart ordinance on October 27, 2022 The City Council will consider a Shopping Cart ordinance on October 27, 2022	If approved by Council on October 27, 2022, implement the ordinance and report back on the outcomes to Council on or about 1 year after implementation.

Develop an authentic Citrus Heights signage and marketing campaign reinforcing shared goals of community cleanliness and pride themed around anti-littering and beautification of neighborhoods, commercial corridors and the local environment.	Citrus Heights Cares brand created for use on beautification crew truck	<b>Implement “Citrus Heights Cares” multi-channel signage and marketing campaign</b>
Create a comprehensive engagement strategy to ensure community stakeholder education and to foster support for efforts related to addressing blight, improving the community image and homelessness prevention.	Engagement stakeholders defined	Execute engagement strategy

<b>ECONOMIC DEVELOPMENT FOCUS AREA WORKPLAN RECCOMENDATIONS</b>		
<b>Strategic Goal Recommendation</b> <b>*Current goal if bolded*</b>	<b>Strategic Goal Progress Update</b> <b>May – November 2022</b>	<b>Staff Recommendation/Next steps</b> <b>November 2022 – May 2023</b> <b>*Suggested goal if bolded*</b>
<i>Economic Development Subcategory: Sunrise Tomorrow Specific Plan</i>		
<b>Explore public infrastructure financing and other economic development tools to incentivize Sunrise Tomorrow development.</b>	At July 28 meeting, City Council authorized moving forward with the RFP	Task complete, move to next phase
<b>Approach Sunrise Tomorrow property owners about securing right-of-way dedications that would allow them to access public financing tools and to meet grant eligibility requirements.</b>	Executed MOU with Namdar Realty	Continue discussions and dialogue with ownership interests
<b>Issue a Request for Proposals to conduct analysis of various public infrastructure financing scenarios and other economic development tools to inform future development agreement discussions.</b>	RFP for Infrastructure Financing Strategies released Aug 8 and firm interviews completed. RFP will be awarded in early Nov once funding sources are finalized.	<b>City Council authorize funding for the Infrastructure Financing Strategies RFP scope.</b>
<i>Economic Development Subcategory: Business Attraction and Retention</i>		
Develop a grant program utilizing ARPA funding that advances economic development goals of effectively attracting and retaining target businesses and industries.		<b>Develop a grant program utilizing ARPA funding that advances economic development goals of effectively attracting and retaining target businesses and industries.</b>

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Consider establishing a fund that would be designated for low-interest loans for existing businesses.		<b>Consider establishing a fund that would be designated for low-interest loans for existing businesses.</b>
<i>Economic Development Subcategory: Commercial Blight Abatement and Beautification</i>		
Utilize ARPA funding to create CPTED matching grant programs that advance homeless and blight abatement strategic objectives for commercial real estate and businesses.		
Create a Mural and Public Arts Program to increase community vibrancy, reduce graffiti, and create destinations and community discovery points.		
<i>Economic Development Subcategory: Comprehensive Grants Strategy</i>		
<b>Create and implement a comprehensive grants strategy to advance city goals relative to economic development, infrastructure, public safety and community assets.</b>	RFP for consultant support on the November 10 City Council agenda for consideration.	<b>Pending City Council approval, select consultant to begin creation of a comprehensive grants strategy.</b>
<i>Economic Development Subcategory: Legislative and Government Affairs</i>		
<b>Increase active engagement in regional, state, and federal legislative on matters that advance or impact the City's adopted strategic goals.</b>	Plan to increase legislative and government affairs engagement sent to City Council via email Sept 1.	

<b>COMMUNITY CONNECTION WORKPLAN FOCUS AREA RECCOMENDATIONS</b>		
<b>Strategic Goal Recommendation</b> <b>*Current goal if bolded*</b>	<b>Strategic Goal Progress Update</b> <b>May – November 2022</b>	<b>Staff Recommendation/Next steps</b> <b>November 2022 – May 2023</b> <b>*Suggested goal if bolded*</b>
<i>Community Connection subcategory: Events</i>		
Consider allocation of ARPA funding to help promote additional community building opportunities as residents recover from isolation associated with the pandemic.		
Plan one new event in addition to the two existing events currently in production.	25 <sup>th</sup> Anniversary Event being held on October 22	<b>Explore feasibility, costs and logistics and options for a patriotic event and present to City Council.</b>

<i>Community Connection subcategory: Programs to Catalyze and Facilitate Connectivity</i>		
Create a Community Engagement Program designed to provide support and organization to neighborhood groups to strengthen the relationship between the City of Citrus Heights and its residents.	Created Economic Development & Community Engagement Department and hired Management Analyst II to increase organizational bandwidth toward community engagement	Create Community Engagement Program framework and consistent communications outreach.
<b>Ensure that Sunday Funday has an opportunity for attendee exposure to Neighborhood Associations, Connect Citrus Heights and historical information.</b>	Hosted successful Sunday Funday attended by 4,000 people with representation from Neighborhood Associations, Connect Citrus Heights and the Citrus Heights Historical Society.	Include event as part of 2-year budget cycle.
<b>Present to the City Council for consideration a revised regular City Council meeting start time with an emphasis on promoting public participation through effective communications.</b>	City Council meeting time changed to 6pm and supported with communications	n/a
<i>Community Connection subcategory: Community Grants and Incentives</i>		
<b>Bring forward a proposal to City Council for purchase and outfitting of a Citrus Heights Block Party Trailer available or community organization and groups to rent stocked with essentials to host a neighborhood block party or neighborhood event.</b>	Block Party Trailer purchased and outfitted.	Launch rental program before the end of the year.
<b>Consider a proposal that would provide seed funding for community groups to host special events or festivals during the pandemic recovery period utilizing ARPA funding.</b>	Community Projects Grant created and guidelines approved in September.	Launch first Community Projects Grant round in February.
<b>Consider a proposal that would provide grants to community groups that desire to execute community project that engages citizens, improves the community, and promotes community involvement and pride.</b>	Community Projects Grant created and guidelines approved in September.	Launch first Community Projects Grant round in February.
Develop a Good Neighbor Beautification program for consideration designed to assist homeowners with public facing home repairs and improvements to enhance neighborhood integrity, improve the quality of life in Citrus Heights, increases property values, and transforms neighborhoods into safer and healthier environments.		

<b>INFRASTRUCTURE MAINTENANCE FOCUS AREA WORKPLAN RECCOMENDATIONS</b>		
<b>Strategic Goal Recommendation</b> <b>*Current goal if bolded*</b>	<b>Strategic Goal Progress Update</b> <b>May – November 2022</b>	<b>Staff Recommendation/Next steps</b> <b>November 2022 – May 2023</b> <b>*Suggested goal if bolded*</b>
<i>Infrastructure Maintenance Subcategory: Continued progress</i>		
<b>Finalize necessary funding agreements for Arcade-Cripple Creek trail project and present an update to City Council on the overall project schedule.</b>	Contract awarded in June, construction begins in October.	November 1 groundbreaking event and continue trail construction.
<b>Advertise and award bids for Annual Residential Street Resurfacing Program.</b>	Contract awarded in June.	Anticipate completion by November.
<i>Infrastructure Maintenance Subcategory: Maintenance and Modernization</i>		
Identify and present budgeting strategies that provide for funds that could be accessed for grant matching that would allow for Citrus Heights to be more competitive in pursuing funds to help facilitate capital improvement projects (CIPs).		
Expand pothole cut and fill (mill and fill) repair operations.	GSD revised approach with City's pavement maintenance contractors to employ more permanent repair solutions along high traffic roadways.	
<b>Develop a plan, program and budget for cleaning and uniform painting of older sound walls.</b>	October 13 Council meeting authorized Request for Proposal to repaint older sound walls throughout the City.	<b>Return to Council as part of the next budget cycle to make recommendations on funding source options to support this objective.</b>
Develop a plan, program and budget for refreshing street light and traffic signal poles.		
Refurbish traffic delineation, crosswalks and stop legends through restriping programs with a prioritization on areas that are most deteriorated irrespective of pavement status.	GSD staff are working with a consultant to develop a citywide inventory to help prioritize locations citywide, and assist with developing defined cost estimates.	<b>Continue to coordinate work under this objective along with pavement improvements to help achieve greater</b>

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		<b>results and maximize existing maintenance funds.</b>
Assess, repair and/or reconstruct center median bricks within Sunrise MarketPlace medians.		
Coordinate with other partner utility agencies to ensure future replacement schedules are well understood to facilitate coordinated infrastructure modernization efforts.	GSD staff continue to facilitate regular communication with partner utility companies to coordinate improvements/prevent conflicts with projects.	
<i>Infrastructure Maintenance Subcategory: Beautification and Refurbishment</i>		
Develop a plan and proposal for consideration of gateway monument updating and/or refurbishment, as well as identifying key entry points of the City could support new monuments.	Two locations have been refurbished.	Staff to evaluate other key entry points as options for new monuments or other place making signage.
Develop a plan and proposal for refurbishment of medians where there are large segments bare of vegetation.		
Plan for a mulch/bark ground cover refresh to improve aesthetics, prevent irrigation system deterioration and reduce water use.		Incorporate locations into existing operating budget and review options
Assess and develop a plan and budget to replace faded and outdated signage.		<b>Develop inventory data and costs estimates and incorporate funding into a multi-year replacement approach as part of budget preparation or as a separate presentation to City Council.</b>
<i>Infrastructure Maintenance Subcategory: Comprehensive Grants Strategy</i>		
Participate in the development and implementation a comprehensive grants strategy to pursue infrastructure funds.	RFP for consultant support on the November 10 City Council agenda for consideration	<b>Create Comprehensive Grant Strategy</b>





# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT

### MEMORANDUM

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
Ashley J. Feeney, City Manager

**FROM:** Meghan Huber, Economic Development & Community Engagement  
Director  
Courtney Riddle, Management Analyst II

**SUBJECT:** **Authorization for Issuance of an RFP for consultant support to create a Comprehensive Grant Strategy**

#### **Summary and Recommendation**

At the City Council Strategic Planning Retreat on May 10, 2022 a goal was set to “Create a comprehensive grants action plan.”

The following staff report details an action plan to create and implement a comprehensive grant strategy. The creation and execution of a three year comprehensive grant strategy will require consultant support. Staff recommends the City Council move to authorize the City Manager to issue a Request for Proposals (RFP) substantially similar to the draft attached to this staff report for consultant support to create a Comprehensive Grant Strategy.

#### **Fiscal Impact**

The final sources for and amount of funding would be identified when the RFP contract comes before City Council in the future for award.

By creating a comprehensive grants strategy and increasing efficiencies to pursue opportunities, staff expects a financial return on this strategic investment through increased activity of grant submissions and awards. Grant revenue helps build financial resilience and achieves City Council’s priority of fiscal prudence.

#### **Background and Analysis**

At the City Council Strategic Planning Retreat on May 10, 2022 a goal was set to “Create a comprehensive grants action plan.” A Comprehensive Grant Strategy has two components. The first component is an inventory and prioritization of focus areas and projects for grant activity.



The second component is a comprehensive funding plan with an extensively researched list of federal, state, and regional grants most applicable for the priority focus areas and projects.

There are many benefits to creating and implementing a Comprehensive Grant Strategy. Moving from a more ad hoc structure to an intentional strategy will allow the City to achieve increased success with grants. Consolidated and strategic grant efforts will create the ability to prioritize the most important initiatives to match them with the most appropriate funding opportunities. It will also provide the City advance notice to plan for upcoming grant opportunities. The Comprehensive Funding Plan component allows staff to determine which grant opportunities make the most sense and helps staff stay ahead of opportunities. This will result in more thoughtful and ultimately more successful grant applications. It also allows staff to determine when it is actually in the City's best interests to forgo a grant opportunity for which the City might not be as competitive or which conflicts with more important tasks or opportunities.

Staff requires consultant support and expertise for the creation of a comprehensive grant strategy. Deliverables will include an inventory of priority focus areas and projects as well as a corresponding comprehensive funding plan.

An action plan and timeline for creation and implementation is as follows:

- November 2022: Authorize issuance of an RFP for Comprehensive Grant Strategy Consultant support
- January 2023: Interview and select finalist for recommendation
- February 2023: Present consultant contract to City Council for consideration
- March 2023 – June 2023: Work product research and creation with cross departmental staff team from Community Development, General Services, Police Department and Economic Development & Community Engagement
- June 2023: Department report to preview the three-year Comprehensive Grant Strategy with City Council
- July 2023 – June 2026 Launch and execute three-year Comprehensive Grant Strategy

A cross-departmental working group will consistently collaborate on execution of the Comprehensive Grant Strategy with Economic Development and Community Engagement (EDCE) Department staff. EDCE staff will provide support to the working group by:

- Tracking, prioritization, and submission coordination informed by the comprehensive funding plan
- Creating an asset library that will increase efficiency and effectiveness of grant submissions. Assets could include subject matter marketing collateral for turnkey submission, quality data sources for metrics, and sample letters of support.
- Regular reporting of comprehensive grant strategy activity, successes and return on investment

Once the Comprehensive Grant Strategy is in place, City Council will receive regular updates on program metrics, successes and return on investment.

**Subject: Authorization for Issuance of an RFP for consultant support to create a Comprehensive Grant Strategy**

**Date: November 10, 2022**

**Page 3 of 3**

**Attachments**

1. Comprehensive Grant Strategy RFP



## **Public Notice**

# **DRAFT REQUEST FOR PROPOSAL (RFP)**

**Citrus Heights Comprehensive Grant Strategy**

**City of Citrus Heights  
6360 Fountain Square Drive  
Citrus Heights, CA 95621-5577  
(916) 725-2448**

**REQUEST FOR PROPOSAL**  
**City of Citrus Heights**  
**Comprehensive Grant Strategy & Consultant Support**

**RELEASE DATE:** Monday, November 14, 2022

**CLOSING DATE:** Friday, December 16, 2022

**CONTACT PERSON:** Courtney Riddle  
Management Analyst II  
916-727-4807  
criddle@citrusheights.net

City of Citrus Heights  
6360 Fountain Square Drive  
Citrus Heights, CA 95621-5577  
Hours: Monday –Friday 8:00AM – 5:00PM

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**Purpose**

The purpose of this solicitation is to improve the City's ability to pursue and secure an increased volume of grants with the ultimate goal of advancing City priorities through the maximization of local funds.

**The City**

The City incorporated as a General Law city with a Council/Manager form of government in January 1997. It is located approximately 10 miles east of downtown Sacramento on Interstate 80 between Sacramento and Roseville, California. The City has a population of almost 90,000 residing in a 14 square mile area in a mature, urbanized area estimated to be approximately 98% built out.

The City currently employs over 190 full-time employees providing services in the areas of community development, general services, general administration, economic development, finance and police services. Citrus Heights is not a full-service city. Various special districts within Citrus Heights provide such services as water, fire, schools, and parks & recreation. The City Council priorities include maintain fiscal stability, improving streets and infrastructure, diversifying for a resilient economy, enhancing and expanding public safety, and improving community vibrancy and engagement.

## **Scope of Work**

In partnership with City staff, the Consultant will be responsible for developing a comprehensive grant strategy to enhance and support the City Council approved priority focus areas of Community Image (including Public Safety), Economic Development, Community Connection and Infrastructure. The strategy will identify priority projects and match them to state, federal, regional and private funding opportunities. The consultant will also provide support to help staff prepare application packages to be as competitive as possible for funding opportunities. Additionally, staff will work with the consultant on an ongoing basis to stay abreast of upcoming grant opportunities by compiling and providing lists of grants and pertinent information related to priority projects. The consultant should offer independent peer review of grant applications for priority projects to ensure the highest level of competitiveness.

An action plan and timeline for creation and implementation is as follows:

*January 2023:* Interview and select finalist for recommendation

*February 2023:* Present consultant contract to City Council for consideration

*March 2023 – June 2023:* Work product research and creation with cross departmental staff team from Community Development, General Services, Police Department and Economic Development & Community Engagement

*June 2023:* Department report to preview the three-year Comprehensive Grant Strategy with City Council

*July 2023 – June 2026:* Launch and execute three-year Comprehensive Grant Strategy

## **Deliverables**

- Three-year Comprehensive Grant Strategy prioritizing funding opportunities in alignment with the City's approved focused areas using a comprehensive funding plan;
- Inventory of existing and planned projects matching them to identified funding opportunities
- Development of a grants tracking tool (to show grants the city applied for, received and those denied)
- Review of existing City policies and plans ex: General Plan, Auburn Specific Plan, Greenhouse Gas (GHG) to support grant applications
- As needed staff support to ensure accurate and complete applications are submitted per deadlines

## **Proposal Format**

1. **Statement of Qualifications:** In a maximum of two (2) pages, please include a description of your firm and its qualifications for performing the scope of services outlined above. In the statement, please identify which area(s) of expertise your firm possesses.

2. **Key Personnel:** In a maximum of five (5) pages, provide an organizational chart, and for each employee assigned to assist the City, provide the following:
  - Experience writing/preparing grant strategies and applications
  - Anticipated roles and responsibilities
  - Address of home office (if different than the principal place of business indicated in the cover letter)
3. **Grant Award List:** In a maximum of five (5) pages, provide a list of previous grant strategies prepared and grant awards secured.

For each grant award, please include the following:

- Grant award amount
- Year awarded
- Agency receiving the award
- Funding agency
- Grant program name
- Project description
- Description of your firm's role in preparing the grant application

When possible, use examples of public grant awards, where the firm served as the primary writer on behalf of a California local government and link the examples to the staff identified in the Key Personnel section.

4. **References:** In a maximum of one (1) page, please include the names, emails, and telephone numbers of at least three (3) of your firm's previous clients whom City staff may contact for references regarding the past performance of your firm, project managers, team members, and/or sub-consultants.
5. **Fee Schedule:** Fee schedules must include:
  - a. Hourly billing rate schedule for all proposed staff
  - b. Types and estimated amount of expenses to be billed
  - c. Total estimate for scope of work

### **Evaluation Criteria**

Proposals will be evaluated based on qualifications and ability to execute quality work product within the defined timeline.

### **General Terms & Conditions**

Limitation: The Request for Proposals (RFP) does not commit the City of Citrus Heights (City) to award a contract, to pay any cost incurred in the preparation of the firm's RFP response or to procure or contract for services or supplies. The City reserves the right to accept or reject any or all RFP responses received as a result of this request, to negotiate with all qualified sources or to cancel all or part of this RFP.

Award: The firm/entity selected may be required to participate in negotiations and to submit such revisions of their proposals as may result from negotiations. The City reserves the right to award a contract/select a service provider without discussion based upon the initial proposals.

Insurance: The consultant shall maintain in full force and effect the insurance as outlined in **Attachment A**. The City reserves the right to waive or modify such insurance coverage. However, consultants meeting the insurance requirements will receive greater consideration during the selection procedure. All insurance shall be evidenced by a Certificate of Insurance and endorsement, acceptable to the Risk Manager, prior to execution of a contract. The consultant shall state their ability to meet the City's insurance requirements within their submittal.

Signature: The consultant's RFP response shall provide the following the following information: name, title, address and telephone number of individuals with authority to bind the service provider and also who may be contacted during the period of proposal evaluation. The consultant's RFP response shall be signed by an official authorized to bind the consultant, signifying complete understanding of and ability to comply with all requirements of the RFP, including those related to insurance as identified above.

### **Submission Instructions**

Proposals must be received **no later than 5pm, Friday December 16, 2022** via email to [criddle@citrusheights.net](mailto:criddle@citrusheights.net)

Attachments: Attachment A – Standard Insurance Requirements

## **Attachment A**

### **Standard Insurance Requirements**

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To the fullest extent permitted by law, Consultant shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers (collectively, "Indemnitees") from and against any and all liability, loss, damage, claims, expenses, and costs, including without limitation, attorney's fees, costs and fees of litigation, (collectively, "Liability") of every nature arising out of or in connection with Consultant's performance of the services under this Agreement, or its failure to comply with any of its obligations contained in this Agreement, or its failure to comply with any applicable law or regulation, except such Liability caused by the sole negligence or willful misconduct of City.

In order to comply with the bonding and insurance requirements contained in your contract with the City of Citrus Heights there are several things that we require. It is our intent to facilitate consideration of every project, so we are including here a **summary** checklist for your convenience.

**All bonds and insurance requirements need to be complete and submitted prior to your contract being approved.**

#### **I. GENERAL**

- A. Send these requirement sheets to your insurance broker for immediate compliance.**
- B. NO CONTRACTS WILL BE APPROVED UNTIL ALL BONDS AND CERTIFICATES ARE IN ORDER.**
- C.** New and renewal Certificates and endorsements must reference a specific job. "All Operations" certificates are not acceptable.
- D.** All contractors and subcontractors working on a project or jobsite must meet the same insurance requirements you do, prior to starting work on the project or site.
- E.** All insurance companies must have an AM Best rating of A:VII or better.
- F.** Any deductibles must be declared to and approved by the City.
- G.** All insurance coverage, with the exception of Professional Liability coverage must be written on a full "per occurrence" basis.
- H.** A 30-day cancellation notice is required, and written or modified to a form that binds the insurer to provide it. For non-payment of premium, a 10-day notice is acceptable.
- I.** Expiration dates are required on all certificates.
- J.** All Bonds and Certificates must have an original signature.

#### **II. GENERAL LIABILITY/AUTOMOBILE LIABILITY**

##### **A. GENERAL LIABILITY**

\$4,000,000 General Aggregate

\$2,000,000 Products and/or Completed Operations

\$2,000,000 Each Occurrence

##### **AUTOMOBILE LIABILITY**

\$1,000,000 Combined Single Limit

##### **B. WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY**

STATUTORY Workers' Compensation



**C. PROFESSIONAL LIABILITY**

Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than \$1,000,000 per occurrence or claim covering the Consultant's errors and omissions.

**III. ENDORSEMENTS**

**A. The GENERAL LIABILITY AND AUTOMOBILE LIABILITY policies are to be endorsed to contain, the following provisions:**

1. The Entity, its officers, officials, employees, and agents are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General Liability coverage shall be provided in the form of an **Additional Insured endorsement** (CG 20 10 11 85 or equivalent) to the contractor's insurance policy, or as a separate owner's policy.
2. There must be an **endorsement** indicating that coverage is primary and non-contributory with respect to additional insureds.
3. There must be an **endorsement** that includes a severability of interest clause. (cross liability).
4. Where applicable, the General Liability policy shall contain an endorsement or provision stating that such insurance applies to the liability assumed by any subcontractor. (Owners and Contractors Protective)
5. The General Liability coverage shall be at least as broad as ISO form CG 00 01 (ed. 10/01).
6. The auto coverage shall be provided for owned, hired, and non-owned autos.
7. The auto coverage shall be as broad as ISO form CA 00 01.

**B. The WORKERS COMPENSATION/EMPLOYERS LIABILITY policy must contain an endorsement with a waiver of subrogation in favor of the City of Citrus Heights for all work performed by the contractor, its employees, agents and subcontractors.**

**C. Acceptance of any bond, certificate of insurance, or endorsement showing proof of insurance required by your contract does not constitute approval or agreement by the City of Citrus Heights that the insurance requirements have been met or that the bond or insurance policies referenced on any certificates and endorsements are in compliance with your contractual requirements.**



**CITY OF CITRUS HEIGHTS**  
**CITY COUNCIL STAFF REPORT**  
**MEMORANDUM**

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
 Ashley J. Feeney, City Manager

**FROM:** Casey Kempenaar, Community Development Director  
 Alison Bermudez, Senior Planner

**SUBJECT:** Sunrise MarketPlace Zoning Overlay Ordinance-2<sup>nd</sup> Reading

**Summary and Recommendation**

On October 27, 2022, the City Council introduced, read by title only and waived the first full reading of an Ordinance adding Section 106.28.050 to Chapter 106 of the City of Citrus Heights Municipal Code (Zoning Code Section) and amending the Zoning Map to include the Sunrise MarketPlace Overlay District. The amendment would establish a Zoning overlay within the Sunrise MarketPlace establishing additional standards in addition to those of the underlying zoning district.

The background materials associated with this item are contained in the [October 27, 2022 City Council Meeting Staff Report](#) available on the City's website.

Staff recommends that the Council approve Ordinance No. 2022-011 an Ordinance of the City Council of the City of Citrus Heights Adding Section 106.28.050 to Chapter 106 of the City of Citrus Heights Municipal Code (Zoning Code Section) and Amending the Zoning Map to include the Sunrise MarketPlace Overlay District.

**Fiscal Impact**

There is no fiscal impact related to this action.

**Exhibits**

1. Ordinance 2022- 011, of the City Council of the City of Citrus Heights adding Section 106.28.050 to Chapter 106 of the City of Citrus Heights Municipal Code (Zoning Code Section) and amending the Zoning Map to include the Sunrise MarketPlace Overlay District.
  - A. Amendment to Zoning Map to include the Sunrise MarketPlace Overlay District

ORDINANCE 2022-011

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS  
ADDING NEW SECTION 106.28.050 OF CHAPTER 106 OF THE CITRUS HEIGHTS  
MUNICIPAL CODE (ZONING CODE SECTION) AND AMENDING THE ZONING MAP  
TO INCLUDE THE SUNRISE MARKETPLACE OVERLAY ZONE

THE CITY OF CITRUS HEIGHTS DOES ORDAIN AS FOLLOWS:

Section 1: Purpose and Authority

The purpose of this Ordinance is to amend the Citrus Heights Zoning Code to include new Section 106.28.050 and amend the Zoning Map to include the Sunrise MarketPlace Overlay Zone.

Section 2: Findings

- The proposed amendment to create an overlay zoning district is consistent with the provisions of the purpose of overlay zoning districts as stated in Section 106.28.020 of the Zoning Code.
- The proposed overlay zoning district supports the vision of the Sunrise Tomorrow Specific Plan adopted in November 2021.
- The Sunrise MarketPlace Overlay Zone will restrict certain land uses within the overlay boundary, including auto-centric uses and storage facilities (mini-storage).
- The proposed overlay zone is consistent with the several General Plan Goals including Goals 8, 9, 10, 11, 12, 13, 15, 18 and 25.
- The proposed overlay zone is consistent with many General Plan Policies including Policies 9.1, 9.2, 10.1, 10.2, 10.8, 11.1, 11.3, 12.1, 12.2, 13.1, 13.4, 13.5, 15.1, 25.1, 25.4, and 25.2C.
- The overlay zone will support comprehensive planning efforts for the protection of key locations in support of the City's economic development efforts.
- The proposed amendments will not be detrimental to the public, interest, health, safety, convenience, or welfare of the City.
- The proposed amendments are exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) and 15305 of the Guidelines

Section 3: Action

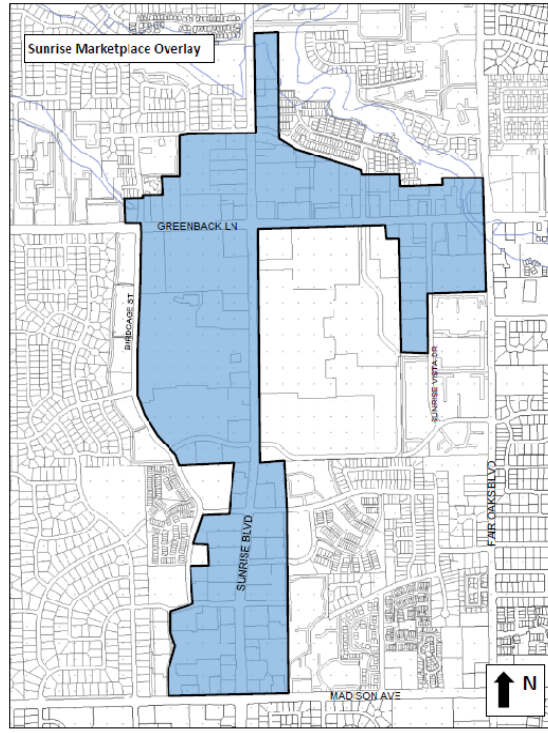
The City Council hereby amends the City of Citrus Heights Municipal Code to add Section 106.28.050 as shown herein and amend the Zoning Map as shown in Exhibit 1A as discussed within the Staff Report, which is incorporated by reference.

## **106.28.050 – Sunrise MarketPlace (SMP) Overlay Zoning District**

- A. Purpose.** The Sunrise MarketPlace is home to the majority of the City's shopping, dining, and entertainment facilities. The Sunrise Boulevard and Greenback Lane thoroughfares bisect this important district. These roadways serve significant cut-through traffic detracting from the General Plan goals to create an inviting and distinctive identity for the Sunrise MarketPlace to promote its image as the City's premier destination to shop, work, live and play.

Certain land uses support cut-through traffic, but are contrary to broader quality of life, redevelopment, circulation, air quality, and economic development objectives.

1. The SMP Overlay zone is to be applied in conjunction with existing zoning districts to restrict certain uses within the Overlay Zone. The purpose of the overlay is to allow existing uses to continue, but also to ensure redevelopment of key locations within the district are supportive of City goals related to redevelopment of the Sunrise MarketPlace, walkability/bikeability goals, and transit use.
2. The SMP Overlay zone is intended to accomplish the following:
  - a. Allow compatible use conversions that extend the economic life of the existing structures;
  - b. Allow owners to pursue redevelopment opportunities that are supportive of broader City goals;
  - c. Create an environment that discourages cut-through traffic and encourages walking, biking, and transit;
  - d. Allow for the conversion of existing structures, creating economic advantages for new users;
  - e. Control vehicular access onto major streets;
  - f. Allow properties to take advantage of visibility from major streets; and
  - g. Develop well designed and aesthetically pleasing mixed uses.



**A. Allowable land uses and permit requirements.**

1. **Permitted and Conditionally Permitted uses.** All uses listed by Article 2 (Zoning Districts and Allowable Land Uses) as permitted in the underlying applicable commercial zone, with the exception that the following uses are prohibited:
  - a. Service Stations
  - b. Vehicle Services- Major
  - c. Vehicle Service - Minor
  - d. Storage- Personal Storage Facility (mini-storage)
  - e. Ambulance, taxi, and specialized transportation and dispatch facility
2. **Existing Uses.** Existing uses legally in existence on or before December 1, 2022 which are prohibited by 106.28.050.B.1 may continue to operate, including transfers of ownership, provided the their continuation shall comply with the requirements of Section 106.70.020 and Section 106.28.050.C

**B. Development and operating standards for prohibited use expansion.** Each Prohibited Use within the SMP Overlay that seeks to expand or enlarge shall obtain a Use Permit and Design Review Permit Modification and comply with the underlying zoning requirements. Any addition any expansion or enlargement of a prohibited use shall comply with each of the following standards.

1. **Driveway consolidation.** Wherever possible, new uses shall provide for consolidation of driveway access through parcel consolidation or reciprocal easements. New driveways onto Greenback Lane or Sunrise Boulevard are strongly

discouraged.

2. **Active Transportation.** Site design and layout shall prioritize circulation of active transportation modes (transit, bicycle, and pedestrian) above vehicular circulation.
3. **Health Risk Assessment.** Uses that result in the generation of operational air quality emissions shall complete an Air Quality Health Risk Assessment.
4. **Design Standards.** Any expanded use shall adhere to the applicable Design Guidelines within the Zoning Code. Any expansion shall include a comprehensive façade and site improvement for the entire impacted parcel and structure, not just the expanded area.

**C. Required findings for approval.** The approval of an expansion of a prohibited use allowed by Subsection B. shall require that the review authority first make all of the following findings:

1. The use is consistent with the General Plan and Zoning Code;
2. The use is compatible with adjacent land uses;
3. The proposed site layout and building designs are compatible with adjacent land uses;
4. The site is of an appropriate size and configuration for the new use, and is efficiently and aesthetically designed for the proposed operations;
5. The use complies with the development standards in Subsection C., and all applicable design guidelines; and
6. The site design emphasizes safety, minimizes traffic congestion, avoids aesthetic impacts, and does not negatively impact circulation for active transportation modes.

#### Section 4: Severability

If any section of this Ordinance is determined to be unenforceable, invalid, or unlawful, such determination shall not affect the enforceability of the remaining provisions of this Ordinance.

#### Section 5: Effective Date and Publication

This Ordinance shall take effect thirty (30) days after its adoption, provided it is published in full or in summary within fifteen (15) days after its passage, in a newspaper of general circulation published and circulated in the City of Citrus Heights.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights this 10<sup>th</sup> day of November, 2022 by the following vote:

<b>AYES:</b>	<b>Councilmembers:</b>
<b>NOES:</b>	<b>Councilmembers:</b>
<b>ABSENT:</b>	<b>Councilmembers:</b>

**ABSTAIN:**

**Councilmembers:**

\_\_\_\_\_  
Porsche Middleton, Mayor

**ATTEST:**

\_\_\_\_\_  
Amy Van, City Clerk

CODIFY \_\_\_\_\_

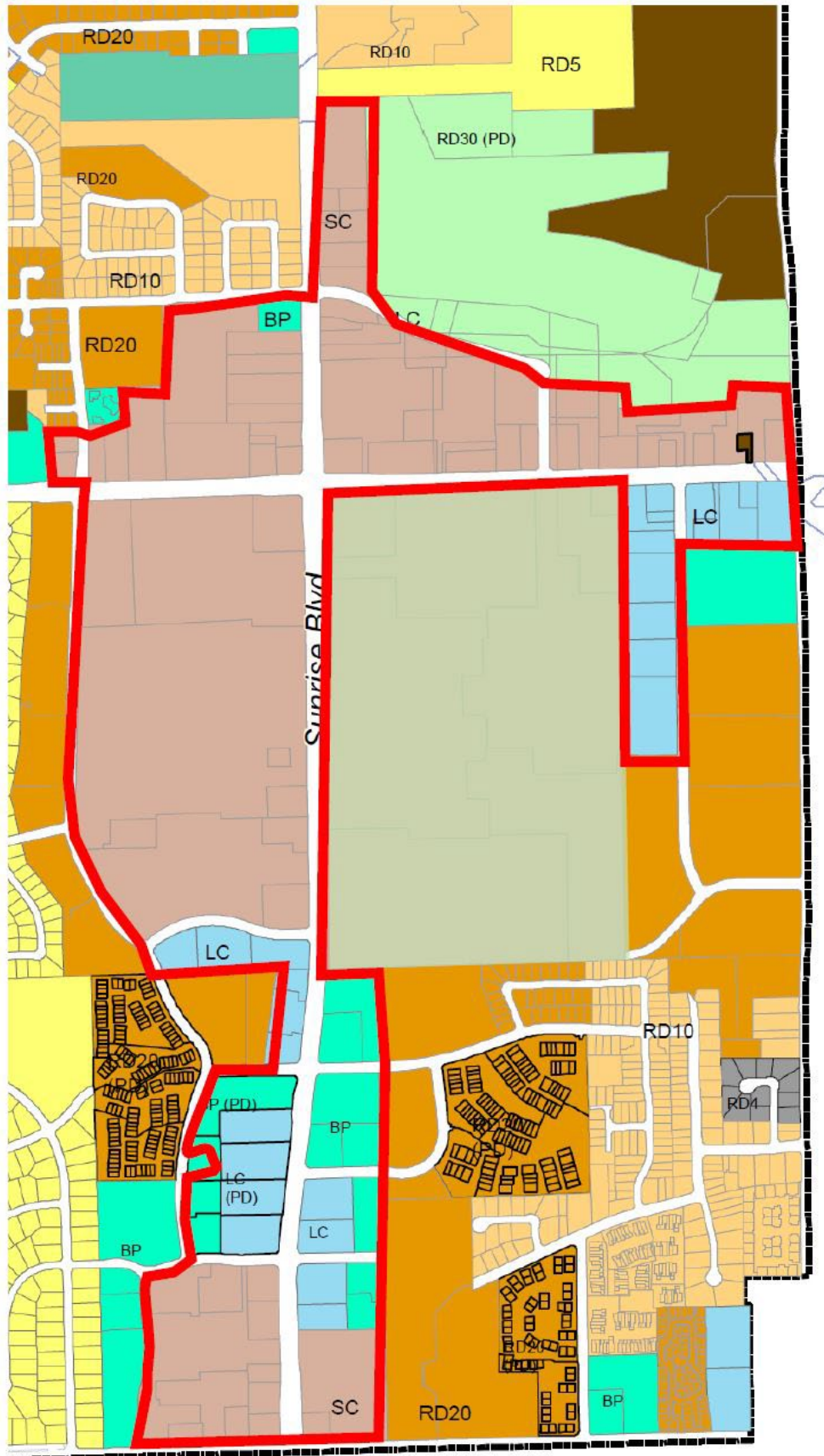
UNCODIFY \_\_\_\_\_

Exhibit:

A. Zoning Map Amendment

# Zoning Map with Overlay Boundary

Exhibit 1 - A







**CITY OF CITRUS HEIGHTS**  
**CITY COUNCIL STAFF REPORT**  
**MEMORANDUM**

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
 Ashley J. Feeney, City Manager

**FROM:** Casey Kempenaar, Community Development Director  
 Regina Cave, General Services Director  
 Alex Turcotte, Police Chief  
 Alison Bermudez, Senior Planner

**SUBJECT:** Shopping Cart Ordinance- 2<sup>nd</sup> Reading

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**Summary and Recommendation**

On October 27, 2022, the City Council introduced, read by title only and waived the first full reading of an Ordinance adding Article VII to Chapter 50 of the Citrus Heights Municipal Code related to shopping carts.

The background materials associated with this item are contained in the [October 27, 2022 City Council Meeting Staff Report](#) available on the City's website. During the October 27, 2022 Council meeting, the City Council made minor modifications to the Ordinance that were incorporated into the attached version. A summary of these changes is included below.

Staff recommends the City Council approve Ordinance No. 2022-012 an Ordinance of the City Council of the City of Citrus Heights adding Article VII to Chapter 50 of the Citrus Heights Municipal Code relating to the regulation of shopping carts.

**Fiscal Impact**

While there is no direct fiscal impact related to this action, the ordinance does include a relatively minor fee (\$25.00) to be collected from a business in certain instances for each cart impounded. This fee represents a small portion of the actual cost to recover and store collected carts.

Initially, the most significant impact will be related to staffing as the proposed ordinance touches almost every City department including Community Development who will review the Shopping Cart Retrieval Plans submitted by each business, General Services who oversees the "Beautification Crew" including the collection and storage of the abandoned carts; and the Police Department who interfaces with the public and businesses on many of the blight related issues. Although the ordinance will involve several departments, once implemented, the impact is anticipated to be limited in nature.

**Summary of Changes from the October 27, 2022 Meeting**

The ordinance presented for second reading includes the following changes as directed by the City Council during the October 27, 2022 meeting:

**Section 50-913 – Repeat Impoundments**

This Section provides the basis of when the City may require a business with repeat impoundments to install electronic wheel locking devices. Initially, this Section defined repeat impoundments as more than five (5) carts impounded by the City in a thirty (30) day period. After much discussion, the Council modified the ordinance to define repeat impoundments as more than ten (10) carts impounded within the thirty (30) day period before wheel locking devices may be required. The Ordinance (Attachment 1) was revised accordingly.

**Section 50-915 – Disposal of Abandoned Shopping Carts**

This Section provides the timeframe as to when the City may dispose of an unclaimed impounded cart. Initially, the ordinance stated the City had authority to dispose of an impounded cart if the cart owner did not reclaim the cart within 30 days. The Council believed businesses should be more responsive in retrieving any impounded carts. Therefore, based upon Council's direction, this section was revised to provide the City authority to dispose of impounded carts not retrieved after ten (10) business days.

**Attachments**

1. Ordinance 2022- 012 an Ordinance of the City Council of the City of Citrus Heights adding Article VII to Chapter 50 of the Citrus Heights Municipal Code

**CITY OF CITRUS HEIGHTS**

**ORDINANCE NO. 2022-012**

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS  
ADDING ARTICLE VII TO CHAPTER 50 OF THE CITRUS HEIGHTS MUNICIPAL  
CODE RELATING TO THE REGULATION OF SHOPPING CARTS**

**THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS HEREBY ORDAINS AS  
FOLLOWS:**

**SECTION 1. Declaration of Intent**

The purpose of this ordinance is to ensure that measures are taken by cart owners to prevent the removal of shopping carts from store premises and parking lots and to facilitate the retrieval of abandoned carts as permitted by State law.

**SECTION 2. Findings**

- The proposed amendments will not be detrimental to the public, interest, health, safety, convenience, or welfare of the City.
- The proposed amendments are exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) and 15305 of the Guidelines

**SECTION 3. Add Section VII to Chapter 50 to the Citrus Heights Municipal Code**

Section VII, Chapter 50, Shopping Carts, is hereby added to the Citrus Heights Municipal Code and shall read as set forth below:

**ARTICLE VII. -- SHOPPING CARTS**

**Section 50-900. - Purpose.**

Abandoned shopping carts constitute a nuisance, create potential hazards to the public health and safety and interfere with pedestrian and vehicular traffic within the City. Wrecked, dismantled and/or abandoned shopping carts on public or private property create conditions that reduce property values and promote blight and deterioration within the City's neighborhoods.

The purpose of this section is to ensure that measures are taken by cart owners to prevent the removal of shopping carts from store premises and parking lots and to facilitate the retrieval of abandoned carts as permitted by State law. This section is based in part on California Business and Professions Code Section 22435 and following.

**Section 50-901. - Applicability.**

This section applies to:

- (a) All businesses within the City of Citrus Heights that provide shopping carts for customer use at any one business location; and

- (b) Any person in possession of an off-site shopping cart.

#### **Section 50-902. - Definitions.**

*Abandoned shopping cart* means any cart removed from a business establishment's premises without the written permission of the owner and located on either public or private property. This does not apply to carts that are removed for purposes of repair or maintenance.

*Agent* means the person or persons designated by the owner of the shopping cart authorized to perform or provide retrieval services on behalf of the business owner.

*Cart* means the same as shopping cart.

*City* means the City of Citrus Heights or its designated representatives.

*Identified Shopping Cart* means a shopping cart that has a permanently affixed sign that identifies, in accordance with Section 50-904, the owner of the cart or the retailer, or both.

*Owner* means a person or establishment providing shopping carts for customers' use.

*Premises* means the entire area owned or under the control of a business owner, including the parking area or other off-street area.

*Shopping cart* means a basket which is mounted on wheels or a similar device generally used in a retail establishment by a customer for transporting goods.

*Shopping cart plan* means a document submitted by the owner of the cart pursuant to Section 50-907.

*Unidentified Shopping Cart* means a shopping cart that is not an identified cart, as defined above.

#### **Section 50-903. - Declaration of Public Nuisance.**

The spread of shopping carts deserted on public and private property causes blighted conditions in many areas of the City and results in the obstruction of public and private sidewalks, streets, parking lots, park spaces, and other areas, thereby creating hazards to the health and safety of the public. The Citrus Heights City Council declares abandoned shopping carts to be a public nuisance.

#### **Section 50-904. - Shopping Cart Identification Requirements.**

Every business providing shopping carts shall have a sign permanently affixed to each cart that includes all of the following information:

- (a) The identity of the owner or business, or both;
- (b) A valid address, store identity number, telephone number, or some other form of markings that clearly identifies the cart owner;
- (c) Notice to the public that the unauthorized removal of the shopping cart from the premises of the business establishment, or the unauthorized possession of the shopping cart, is a violation of State

laws and a violation of City ordinance.

**Section 50-905. - Unauthorized Removal Possession of a Shopping Cart.**

Without the prior written consent of the owner, it is unlawful for any person to remove, or cause to be removed, any shopping cart which is the property of the business establishment furnishing such carts for its customers' use, from the parking lot or other premises of said business establishment.

**Section 50-906. - Exception.**

A violation of this section shall not apply to carts that are removed for the purposes of repair or maintenance with written consent of the business owner.

**Section 50-907. - Mandatory Shopping Cart Plan.**

Every owner of a business that maintains more than five (5) shopping carts shall implement a shopping cart plan in accordance with this section and shall submit to the City within sixty (60) days of adoption of this section and any time the plan is proposed to be amended. Such plan shall include all the following elements:

- (a) *Identifying Information.* Name, address and telephone number of the business, and the name and telephone number of the on-site manager or designated agent;
- (b) *Shopping Cart Information.* The number of on-site shopping carts held by the business, and a signed affidavit stating all carts will be in compliance with the shopping cart identification requirements listed in Section 50-904;
- (c) *Employee Training.* A description of employee-training program to educate existing and new employees about the shopping cart plan;
- (d) *Notice to Customers:* A description of the notification method(s) used to communicate to the public that unauthorized removal of a cart from the business premise is a violation of state law and Citrus Heights City Code. The method(s) used may include, but are not limited to, prominently displayed signage posted at each customer exit, printed on store shopping bags, printed on sales receipt, or other method approved by the City.
- (e) *Loss Prevention Measures.* A description of the measures that the owner will implement to prevent the removal of shopping carts from the premises. These measures may include, but are not limited to, devices on shopping carts that automatically disable them if they are removed from the premises, designation of certain employees tasked to prevent the removal of shopping carts from the premises by assisting patrons with transporting groceries or merchandise to patrons' vehicles and then returning shopping carts to the location where the retail establishment keeps the shopping carts, installation of obstacles to prevent the removal of shopping carts, prohibiting carts outside the building of the business unless accompanied by an employee, bollards and chains around the premises to prevent cart removal, collection of security deposits for use of all carts, or the rental or sale of utility carts that can be temporarily or permanently used to transport purchases;
- (f) *Retrieval Measures.* Specific measures for the retrieval of abandoned carts by its employees, or proof that the owner has entered into a contract for cart retrieval services.

- (g) *Collaboration allowed:* Two or more businesses may collaborate and submit a single-plan.

**Section 50-908. – Shopping Cart Plan Timeline and Approval Process.**

A proposed plan for preventing shopping cart removal shall be submitted to the City's Community Development Department within sixty (60) days following the adoption of this ordinance. Any establishments that opens after the adoption of the ordinance codified in this section will have thirty (30) days from the filing date on their City business license application to submit a shopping cart removal prevention plan to the City for approval.

If a plan is rejected as incomplete or inadequate, or if additional information is needed, the City shall notify the owner within thirty (30) days from the date of the plan submission. The owner has thirty (30) days to submit the additional information or a complete or adequate plan. The City may reject or deny a plan on any of the following grounds:

- (a) The plan fails to include the information required under this section or fails to adequately address the required elements.
- (b) The plan fails to address any special or unique conditions due to the geographical location of the premises as they relate to cart retention and prevention efforts.
- (c) Implementation of the plan violates this section, or State or Federal law.
- (d) The owner knowingly makes a false statement or omits relevant facts in the plan, or in any amendment or attachment or report.

Upon notice to the owner that the City has approved the prevention plan, the owner has thirty (30) days to implement the prevention plan at their establishment.

Any owner who fails to implement approved plan measures or fails to comply with the approved plan measures will be subject to enforcement of these requirements through any lawful means available to the City.

**Section 50-909. - Plan Modification.**

The owner shall submit a plan modification of any previously approved shopping cart plan to address changed circumstances. The City may require a business to submit a plan modification due to repeat impoundments or to modify ineffective provisions. The City shall review and consider the modification in the same manner set forth in Section 50-907 and 50-908.

**Section 50-910. - Revocation of Plan.**

The City may revoke an approved plan on any of the following grounds:

- (a) A shopping cart has been found on off-premise on three or more occasions within the past six-month period where the City has had to notify business owner to pick up impounded cart(s).
- (b) The plan fails to address any changed circumstances related to cart retention and prevention efforts.
- (c) The owner has failed to comply with a provision of this section.

- (d) The owner has knowingly made a false statement or fails to disclose relevant information in an application, an amendment or in a report to the City.

Business owners whose plans have been revoked are subject to penalties as provided in Section 50-911.

**Section 50-911. - Penalties for Failing to Submit or Implement a Prevention Plan.**

In addition to the penalties set forth in this chapter, any owner who fails to submit a prevention plan, implement the prevention plan or implement any required modifications to the plan as required by the City, within the time frames as specified in this section, shall be required to place disabling devices on all shopping carts owned, leased or used by the business establishment to prevent removal of shopping carts within sixty days of the date of service of the notice of violation from the City. Failure to install disabling devices as required is subject to an administrative citation for each day the disabling devices remain uninstalled.

**Section 50-912. - Authority to Immediately Impound Abandoned Cart**

The City shall have the authority to remove and impound any off-premise cart on public or private property under the following conditions:

- (a) The cart owner is notified within twenty-four (24) hours following the impoundment. Notification to the cart owner may be provided in person, by phone or by mail and the City shall document the notification used for each impounded cart.
- (b) The notification shall inform the cart owner as to the location where the cart may be claimed.
- (c) Impounded carts shall be held at a location designated by the City which is reasonably convenient to the cart owner and open for business at least six (6) hours a day.
- (d) Any cart reclaimed by the cart owner within seventy-two (72) hours following the date of actual notification as provided pursuant to this section, shall be released and surrendered to the owner at no charge whatsoever, including the waiver of any redemption fees that would otherwise be applicable pursuant to Section 50-914.
- (e) Any cart not reclaimed by the cart owner within seventy-two (72) hours following the date of actual notice as provided pursuant to this section, shall be subject to the collection of administrative costs under Section 50-914 commencing of the fourth day following the date of notice. Any cart reclaimed by the owner within seventy-two (72) hours following the date of actual notice as provided pursuant to this section, shall not be deemed an "occurrence" under Section 50-913.

**Section 50-913. - Repeat Impoundments.**

Should the City impound, pursuant to California Business and Professions Code 22435.7, more than ten (10) carts of any owner within a thirty-day (30) period, the City reserves the right to require the business to do one or more of the following:

- (a) Require the owner to equip each shopping cart with wheel locking or stopping mechanism that is used in conjunction with an electronic or magnetic barrier along the premises of the retail establishment. The wheel locking or stopping mechanism must activate when the shopping cart

crosses the electronic or magnetic barrier.

- (b) Prohibit the owner from possessing shopping carts on its premises.

In shall be unlawful for an owner to fail to comply with either requirement when so ordered by the City in writing. Any such order is subject to an appeal to the City Manager within 21 days of service of the order.

#### **Section 50-914. - Administrative Costs.**

Pursuant to Business and Professions Code Section 22435.7, any owner that fails to retrieve its abandoned cart(s) within seventy-two (72) hours after receiving notice from the City shall pay the City's actual costs for retrieving the cart(s) and providing the notification to the owner. The administrative costs shall be set forth in the City's Master Fee Schedule.

Any owner who fails to retrieve abandoned carts in accordance with this section in excess of three (3) times during a specified six-month period shall be subject to an additional fifty (\$50.00) dollar fine for each occurrence. An occurrence includes all carts owned by the owner that are impounded by the City in a one-day period.

The "specified six-month period" shall be the six-month periods ending on June 30<sup>th</sup> and December 31<sup>st</sup> of each calendar year.

#### **Section 50-915. - Disposal of Abandoned Shopping Carts.**

Any marked cart not reclaimed from the City within ten (10) business days after notification to the owner shall be sold or otherwise disposed of by the City or its agents as it sees fit.

If the cart owner is unknown and not clearly identified on the cart, the cart shall be designated as "unidentified" and disposed of by the City or its agents as it sees fit.

#### **Section 50-916. - Emergency Services.**

Pursuant to subdivision (c) of Business and Professions Code, Section 22435.7, any City officer, employee, or agent may immediately retrieve any shopping cart from public or private property if its location impedes emergency services.

#### **Section 50-917. - Enforcement.**

Any person who violates the provisions of this section is subject to any enforcement procedures permitted by law, including but not limited to: prosecution of a misdemeanor or an infraction, civil action for injunction, administrative enforcement procedures, including administrative citation, and revocation of a use permit if applicable.

#### **Section 50-918. - Records Required for Retrieval Services.**

Any person who engages in the business of shopping cart retrieval shall retain records showing written authorization from the owners to retrieve abandoned shopping carts and to be in possession of the shopping carts retrieved. A copy of the records showing written authorization shall be maintained in each vehicle used for abandoned shopping cart retrieval.

#### **Section 50-919. – Business License Required for Retrieval Services.**



Any person intending to operate a shopping cart retrieval service for the purposes described in this chapter shall first obtain a business license from the City.

**SECTION 4. Severability.** If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**SECTION 5. Effective Date and Notice.** This ordinance shall take effect thirty (30) days after its adoption, provided it is published in full or in summary within fifteen (15) days of its adoption, in a newspaper of general circulation published and circulated in the City of Citrus Heights.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights this \_\_ day of \_\_\_\_\_, 2022, by the following vote:

<b>AYES:</b>	<b>Council Members:</b>
<b>NOES:</b>	<b>Council Members:</b>
<b>ABSENT:</b>	<b>Council Members:</b>
<b>ABSTAIN:</b>	<b>Council Members:</b>

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**Porsche Middleton, Mayor**

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**Amy Van, City Clerk**



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT MEMORANDUM

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
Ashley J. Feeney, City Manager

**FROM:** Amy Van, City Clerk

**SUBJECT:** **Sacramento Metropolitan Cable Television Commission Joint Powers Agency Agreement Ordinance Amendment**

### **Summary and Recommendation**

The Sacramento Metropolitan Cable Television Commission (Commission) is a joint powers agency (JPA) formed by Sacramento County and cities within the County, including Sacramento, Elk Grove, Folsom, Citrus Heights, Rancho Cordova, and Galt; with the exception of Isleton. The Commission is responsible for administering state-issued cable/video franchises, assisting customers with cable complaints and issues, operating the local government channel Metro Cable 14, collecting franchise and public, education, and government (PEG) channel facilities fees, and providing support for the licensees that operate the Commission's other six PEG channels.

The JPA Agreement of Formation that created the Commission was adopted and amended by Sacramento County Ordinance and Ordinances of each of the member cities, and is part of the Sacramento County and Cities Codes (JPA Agreement). The JPA Agreement is codified in Section 90-88 and 90-93 of the Citrus Heights Municipal Code. The Commission and JPA Agreement are currently set to sunset on December 31, 2024.

Staff recommends the City Council introduce for a first reading, read by title only and waive the full reading of Ordinance No. 2022-\_\_\_\_, An Ordinance of the City Council of the City of Citrus Heights Amending Sections 90-88 and 90-93 of Chapter 90 "Telecommunications" of the Citrus Heights Municipal Code Relating to the Sacramento Metropolitan Cable Television Commission.

### **Fiscal Impact**

Approval of this item would extend the Commission and allow for the City's continued participation in the JPA. The Commission collects franchise fees from cable operators based on five percent of their gross revenues; pays for the operation of the Commission and the

government channel Metro Cable 14; provides funding for the licensees that operate the Commission's other six PEG Channels; and distributes the remaining franchise fees to the member agencies each year. The revenue distribution to Citrus Heights in Fiscal Year 2021-22 was \$613,020, which is General Fund revenue.

The Commission also collects a PEG Channel Facilities Fee from cable operators based on one percent of their gross revenues. PEG Fee grants are awarded each year to member agencies and channel licensees to pay for facilities and equipment including Board/Council chambers improvements, control room equipment, cameras, monitors and related audio/video equipment.

### **Background and Analysis**

As previously mentioned the Commission and JPA Agreement are currently set to sunset on December 31, 2024. On September 3, 2020, the Commission's Board of Directors expressed interest in proposing an extension of the Commission for consideration by the member agencies, citing the fact that the JPA is an efficient way to administer cable franchise issues for the Commission's seven member agencies and that there is no need to change the model at this time. On September 2, 2021, the Commission's Board of Directors reviewed proposed draft amendments to the JPA Agreement and directed staff to reach out to the management team for each member agency to receive feedback. Between September and December 2021, Commission staff met with the management team at each member agency. During those discussions, staff at each member agency expressed satisfaction with the Commission's operation and support for the proposed amendments. On December 2, 2021, the Board of Directors received this input, approved the proposed amendments to the JPA Agreement, and adopted a resolution recommending approval by the member agencies of the revised JPA agreement.

Adoption of the attached Ordinance will allow for the JPA to be amended to extend the Commission and update other portions of the JPA Agreement to reflect current practices. Below is a summary of the proposed amendments:

**Term (5.50.112(9)):** Most importantly, the December 31, 2024 expiration date is removed. The proposed Amendment provides that the Commission would remain in existence indefinitely, unless there is a two-thirds vote of the member agencies to terminate. In addition, a withdrawal provision is included that provides that an individual member agency may withdraw from the Commission with at least one year's prior written notice. Such withdrawal requires that the member agency accept liability for its share of the Commission's liabilities in the same proportion as the most recent distributions to the member agencies made pursuant to the JPA Agreement.

**Board of Directors (5.50.104):** Currently, there are twelve members of the Commission's Board of Directors. The JPA Agreement entitles the County of Sacramento to five seats on the Commission Board; the City of Sacramento to three seats on the Board; each city with a population of over 80,000 to one seat on the Board; and all cities with a population of less than

80,000 share one seat. Given that the recently released California Department of Finance's January 2022 population estimates show that the City of Rancho Cordova has surpassed the 80,000 population threshold, there will be thirteen Board of Directors members, as Galt will then have its own seat, since it will be the only City remaining with a population smaller than 80,000. Given this, the proposed amendments to the JPA Agreement also provide that the Board of Directors shall consist of the above described Board members (currently thirteen members), and clarify that the population is determined by the figures provided by the California Department of Finance each year. The City of Sacramento would get an additional Board member if the City of Galt's population reaches 80,000, but that is not expected to occur in the near or distant future, as its population as of January 1, 2021 was at 26,116.

**Officers (5.50.112(2)):** The current Agreement assumes that Sacramento County will provide Clerk services to the JPA. Clerk services are presently provided by Commission staff with support from the County's Clerk of the Board. The proposed Amendment matches current practice and provides the Commission Board with maximum flexibility to determine how to provide Clerk services.

**Payments (5.50.112(6)):** The current Agreement details how and when the revenue distributions to the member agencies are calculated and distributed. This proposed Amendment reflects the current practice of the Commission, and updates the timeline on which the Commission pays revenue distributions to the member agencies to be a date which is earlier than the current Agreement provides. The current Agreement also requires an auditor's statement with each distribution; such a statement has not historically been provided (though the distributions are audited by the Commission's Auditor as part of the bi-annual audit), and the proposed Amendment accordingly removes this requirement to reflect current practices.

**General Clean-Up:** The balance of the proposed amendments conform other sections of the JPA Agreement to the above edits or propose general clean-up to reflect current law and/or practice. As an example, the law now requires the Commission's member agencies to be responsible for the JPA's retirement costs. This has been added for clarity.

### **Attachments**

1. Ordinance No. 2022-\_\_\_\_ Ordinance Amending Citrus Heights Code relating to Sacramento Metropolitan Cable Television Commission (Strikethrough)

**ORDINANCE NO. 2022-\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS  
AMENDING SECTIONS 90-88 AND 90-93 OF CHAPTER 90  
“TELECOMMUNICATIONS” OF THE CITRUS HEIGHTS MUNICIPAL CODE  
RELATING TO THE SACRAMENTO METROPOLITAN CABLE TELEVISION  
COMMISSION**

The City Council of the City of Citrus Heights does ordain as follows:

**SECTION 1.** Chapter 90 “Telecommunications” of the City of Citrus Heights Municipal Code are hereby amended to read as set forth below:

**Sec. 90-88. Board of Directors.**

The powers and authority of the Sacramento Metropolitan eCable tTelevision eCCommission shall be vested in a board of directors which shall consist of a minimum of ~~nine~~the following members.

a. Five members of the board of directors shall be members of the governing body of the county.

b. One member of the board of directors shall be a member of the governing body of one of the cities within the County of Sacramento that is a member of the commission and whose population is less than 80,000 people. The member shall be appointed by and serve at the pleasure of the governing bodies of the appointing cities. All member cities whose populations are each less than 80,000 shall be represented by this member of the board of directors.

c. So long as a city with a population less than 80,000 is a member of the commission, three members of the board of directors shall be members of, appointed by and serve at the pleasure of the governing body of the City of Sacramento.

In the event that no city with a population less than 80,000 people is a member of the commission, four members of the board of directors shall be members of, appointed by and serve at the pleasure of the governing body of the City of Sacramento.

d. One member of the board of directors for each city, other than the City of Sacramento, that is a member of the commission and whose population is equal to or greater than 80,000 people. Each member of the board of directors who represents such a member city shall be a member of the governing board of that city and shall be appointed by, and serve at the pleasure of, the governing board of that city.

e. Each member of the board of directors shall be authorized to appoint a personal representative to attend meetings of the board in the absence of the member, and, during such meetings, vote and exercise all other powers of the member. Such an appointment shall be effective when the member files with the clerk of the board of directors a written notice executed by the member which identifies by name and residential address the personal representative who has been appointed. Personal representatives shall serve at the pleasure of the members who appoint them and such appointments may be revoked by the filing of written notice of revocation with the clerk of the board of directors signed by the member and reciting revocation of the appointment of a designated representative. In the event of removal from the board of directors

of a member who serves at the pleasure of a governing body, such removal shall automatically effect removal of any personal representative which that member has appointed.

f. For purposes of this section, a city's population shall be as ~~certified or reported~~estimated by the ~~Sacramento Area Council of Governments ("SACOG")~~California Department of Finance ~~by as of June~~January 1 of each year for the preceding year. Modifications to board membership based on population changes shall be made on July 1, ~~or as soon thereafter is feasible,~~ following the ~~June~~January 1 ~~on which such population change was certified by SACOG~~estimates provided by the Department of Finance.

**SECTION 2.** Chapter 90 "Telecommunications" of the City of Citrus Heights Municipal Code are hereby amended to read as set forth below:

**Sec. 90-93. Amended and Restated Agreement of Formation.**

The ~~Sacramento Metropolitan eCable t~~Television eC~~ommission shall be deemed to be created upon execution by each member thereof of an agreement of formation was previously created by the county and cities.~~ Enactment of this article ~~and amendments thereto~~ constitutes approval by the governing bodies of the county and cities of the terms of the ~~amended and restated~~ agreement of formation.

~~The chairperson of the governing body of the county and mayor of the municipality of Sacramento shall execute the following agreement of formation on the date of selection of the franchisee for the initial CATV franchise pursuant to the provisions of section 90-126 in division 3. The mayors of any of the municipalities of Folsom, Isleton or Galt which have enacted this article, shall execute the agreement of formation 31 calendar days following the date of selection of the franchisee for the initial CATV franchise pursuant to the provisions of section 90-126 in division 3, unless the governing body of that municipality has adopted a resolution making the selection inapplicable to that municipality pursuant to the provisions of section 90-127 in division 3.~~

**AMENDED AND RESTATED AGREEMENT OF FORMATION  
SACRAMENTO METROPOLITAN CABLE TELEVISION COMMISSION**

THIS AMENDED AND RESTATED AGREEMENT is made and entered into pursuant to the provisions of Government Code § 6500 et seq. of the State of California by and between the County of Sacramento, herein referred to as "County"; and the City of Sacramento and ~~municipalities~~cities of Citrus Heights, Elk Grove, Folsom, Isleton and Galt, and Rancho Cordova, herein referred to as "Cities"; who do hereby mutually agree as follows:

1. Establishment. There is hereby created an organization known and denominated as the Sacramento Metropolitan Cable Television Commission, which shall be a public entity, separate and apart from the County and Cities. The Sacramento Metropolitan Cable Television Commission (hereinafter referred to as "Commission") shall be governed by the terms of this Agreement, the terms of an ordinance enacted by each agency which enters into this Agreement which is entitled "Cable Television Ordinance", and is hereinafter referred to as the "Ordinance", and by such rules as are duly passed and adopted by the Board of Directors of the Commission.

~~Notwithstanding the provisions of the introductory paragraph of this Agreement, it is specifically contemplated that each of the Municipalities of Folsom, Isleton and Galt may or may~~

~~not execute this Agreement and participate in the formation of and become members of the Commission. Therefore, the Commission shall be formed by, as members, the County, the Municipality of Sacramento, and so many of the other Municipalities as approve and execute this Agreement. If neither Folsom, Isleton nor Galt approve and execute this Agreement, the Agreement shall be deemed to have been entered into and the Commission formed by, as members, the County and Municipality of Sacramento.~~

2. Board of Directors. The Commission shall be governed by and the powers of the Commission vested in a Board of Directors. The number of members of the Board of Directors, composition thereof, and tenure of Directors shall be prescribed by Sub-Chapter 2 of the Ordinance.

a. Meetings of the Board of Directors and or such advisory or other committees as the Board may appoint, shall be governed by the provisions of the Ralph M. Brown Act (Government Code § 54950 et seq.). The Board of Directors shall establish a time and place for its regular meetings, which shall be held not less frequently than once per year.

b. A majority of the members of the Board of Directors shall constitute a quorum for the purpose of transacting business.

c. No action taken by the Board of Directors shall be effective except by duly adopted motion receiving the votes of a majority of the Directors of the Board.

d. The Board of Directors shall annually elect its Chairperson and Vice-Chairperson.

e. The Clerk of the Board of Supervisors of the County or other person retained by the Board shall serve as ~~Secretary~~Clerk to the Board of Directors, shall be responsible for recordation of the official actions by the Board, and shall be the official custodian of all records of the Board of Directors.

The County may determine reasonable charges to be made against the Commission for the services of the Clerk and the Commission shall pay such charges.

3. Powers. The Board of Directors of the Commission shall be vested with the following powers:

a. To employ or retain in the name of the Commission an Executive Director and such other personnel as the Board of Directors deems appropriate. The Executive Director shall be appointed by and serve at the pleasure of the Board of Directors.

b. To make and enter into contracts in the name of the Commission as authorized by or in order to carry out the objects or purposes of this Agreement or the Ordinance, including, but not limited to, contracts with the County providing for provision by County personnel of services for the Commission and reimbursement of the County by the Commission of the costs thereof.

c. To acquire in the name of the Commission[, ] take title to, hold and dispose of real and personal property.

d. To incur in the name of the Commission debts, liabilities and obligations, which shall not constitute debts, obligations or liabilities of any of the member agencies.

e. To accept in the name of the Commission grants, gifts and donations in the public interest to carry out the purposes and functions of the Commission;

f. To establish and provide for the payment of reasonable compensation to its members or their personal representatives for performance of the duties of office; and

g. To exercise such other powers as are expressly conferred by the provisions of this Agreement or the Ordinance.

The Board of Directors shall also be authorized to sue in the name of the Commission. The Commission shall be subject to suit in its name.

4. Limitations. Pursuant to the provisions of Government Code § 6509, the powers of the Commission are subject to the restrictions upon the manner of exercising such powers of one of the designated member agencies. For such purposes, the ~~Municipality~~City of Sacramento is hereby designated.

5. Budget. Prior to July 1st of each fiscal year, the Board of Directors shall adopt a preliminary budget. Prior to September 1st of each fiscal year, said Board shall adopt a final budget.

6. Payments. Not later than the first day of ~~October~~August of each year during the term of this Agreement, the Commission shall distribute to the County and Cities who are members of the Commission the difference between: (i) the revenue required to finance the costs ~~to be of operations~~ incurred in accordance with the Commission's Budget (including a reserve for contingencies) for the fiscal year ~~commencing on the preceding first day of August for the preceding fiscal year~~ ending on the prior June 30; and (ii) the revenues from franchise fees actually received by the Commission for the same fiscal year. Notwithstanding the foregoing, the Commission shall distribute to said County and Cities not later than the first day of each October not less than 20 percent of the revenue from such franchise fees. Revenues from sources other than franchise fees shall be utilized and distributed as required by the source of the funds.

The franchise fees shall be paid to the County and Cities who are members of the Commission in the same proportion as the ratios which the population of the unincorporated area of the County and incorporated area of the Cities bear to the total population of ~~the Sacramento Community~~County, excluding the City of Isleton, as disclosed by the most recent Federal Decennial Census ~~for 1980 during the period ending June 30, 1991, the Federal Decennial Census for 1990 during the Federal Decennial Census for 2000 during any period succeeding June 30, 2001 and as updated by the California Department of Finance January 1<sup>st</sup> of each calendar year.~~

~~Each distribution shall be accompanied by a statement by the Auditor of the Commission stating the amounts of all franchise fees received by the Commission for the distribution period; the dates of receipt; the amount of revenue required to finance the Commission Budget; and the population ratios upon which apportionment of the distribution is being made.~~

7. Treasurer. The Treasurer of the County shall be the depository of funds of the Commission, and said Treasurer shall be the ex officio Treasurer of the Commission.

The Treasurer shall receive and have custody of and disburse Commission funds on the warrant of the Auditor and shall make disbursements authorized by this Agreement. The Treasurer shall invest Commission funds in accordance with the general law. All interest collected on Commission funds shall be accounted for and posted to the account of said funds.

The County may determine reasonable charges to be made against the Commission for the Services of the Treasurer, and the Commission shall pay such charges.

8. Auditing. The Auditor of the County shall be the ex officio Auditor of the Commission, and shall draw warrants against the funds of the Commission when the demands are approved by the Executive Director or his designee. At the close of each fiscal year, as provided in Government Code § 6505, the Directors may contract with a public accountant or certified public accountant to make an audit of the accounts and report of the Commission.

The Auditor shall establish and maintain such funds and accounts as are deemed necessary to account for and report on receipts and disbursements. The Commission shall keep



such additional records and accounts which are deemed necessary to account for and report on sources of funds, expenditures, grants and programs as may be required by good accounting practices. The books and records of the Commission shall be open to inspection at all reasonable times by representatives of the member agencies.

The County may determine reasonable charges to be made against the Commission for the services of the Auditor, and the Commission shall pay such charges.

9. Term. Except as hereinafter provided, this Agreement shall terminate and the Commission shall be deemed dissolved on December 31, 2024 upon a two-thirds vote of the member agencies.

~~The Commission shall review the status of the franchise and the status of state and federal law related to cable franchises no later than June 30, 2010 and shall make a recommendation to the member agencies on whether the Commission shall be dissolved prior to December 31, 2024. Nothing in this section shall preclude the Commission from making a recommendation regarding the continuation or early dissolution of the Commission either prior to or after June 2010. Notwithstanding the foregoing, a member agency may withdraw from the Commission with at least one year's prior written notice. Upon withdrawal, the member agency shall be liable for its proportional share of the Commission liabilities, including any retirement benefits obligations, in the same proportion as distributions to member agencies have most recently been made pursuant to the provisions of Paragraph 6, above. Such member agency shall not receive or have any right to any share of Commission assets.~~

10. Disposition of Assets. Upon dissolution of the Commission, its remaining assets, after satisfying all liabilities, including any retirement benefits obligations, shall be distributed to member agencies in the same proportion as distributions to member agencies have most recently been made pursuant to the provisions of Paragraph 6, above unless the member agencies agree to a different distribution. Any real property owned by the Commission shall, in advance of dissolution, be conveyed by the Board of Directors to member agencies as tenants in common with proportional interests equal to the proportion of distributions most recently made pursuant to the provisions of said Paragraph 6 unless the member agencies agree to a different distribution.

11. Debts. Except to the extent provided by law, the debts, liabilities and obligations of the Commission shall not constitute any debts, liabilities or obligations either jointly or severally of the County ~~of Sacramento, City of Sacramento or municipalities of Folsom, Isleton or Galt~~ or any city.

12. Amendment. This Agreement may be amended by written contract approved by and executed in behalf of the Governing Bodies of each member agency. No Franchisee or other person or entity shall be deemed to either expressly or impliedly be a party to this Agreement, a third party beneficiary thereof, or to have any interest which precludes amendment of the terms of this Agreement in any manner in which the Governing Bodies of the member agencies, in their discretion, may mutually agree.

IN WITNESS HEREOF, the parties hereto have approved and executed this Agreement as follows.

**SECTION 3. Severability.** If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of

competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**SECTION 4. Effective Date and Notice.** This ordinance shall take effect thirty (30) days after its adoption, provided it is published in full or in summary within fifteen (15) days of its adoption, in a newspaper of general circulation published and circulated in the City of Citrus Heights.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights this \_\_\_\_\_ day of \_\_\_\_\_ 2022 by the following vote:

<b>AYES:</b>	<b>Council Members:</b>
<b>NOES:</b>	<b>Council Members:</b>
<b>ABSENT:</b>	<b>Council Members:</b>
<b>ABSTAIN:</b>	<b>Council Members:</b>

\_\_\_\_\_  
**Porsche Middleton, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Amy Van, City Clerk**



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT

### MEMORANDUM

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
Ashley Feeney, City Manager

**FROM:** Casey Kempenaar, Community Development Director  
Greg Anderson, Chief Building Official

**SUBJECT:** **Amending Chapter 38 of the City of Citrus Heights Municipal Code Concerning Fire Prevention and Protection**

#### **Summary and Recommendation**

Every three years the California Building Standards Commission publishes the California Code of Regulations, Title 24. These Regulations have the same force as law and take effect 180 days after publication, or January 1, 2022.

Sacramento Metro Fire District (Metro Fire) has requested the city adopt local amendments to this Code based on local climatic, topographical or geological conditions as defined in Section 4 of the proposed ordinance.

Staff recommends the City Council introduce for first reading, read by title only and waive the full reading of Ordinance No. 2022- an ordinance amending Chapter 38 Article II of the City of Citrus Heights Municipal Code to adopt local amendments to the 2022 California Fire Code as submitted in Attachments 1 and 2.

#### **Fiscal Impact**

There is no direct fiscal impact to the city's adopted budget as a result of this action.

#### **Background and Analysis**

The need for adopting the 2022 California Fire Code by reference is to allow local amendments to the State Code. Metro Fire has requested local amendments to this Code including:

- increased signal strength for first responder radios
- reduced fire areas for all occupancy types in regards to fire sprinkler requirements for consistency
- installation of water supply prior to commencement of construction

●  
The proposed ordinance will bring the City of Citrus Heights Municipal Code into conformity with 2022 State Fire Codes as well as provide amendments to meet local geographic, topographic and climatic conditions. Upon adoption, these amendments will supersede the 2019 State Adopted Fire Codes. The Building Division supports the local amendments requested by Metro Fire.

City staff participates in the International Code Council (ICC), Sacramento Valley Association of Building Officials (SVABO) and California Association of Building Officials (CALBO), to ensure code development is consistent with all California jurisdictions, and to train Building Inspectors, Development Services Technicians, Plans Examiners, and Building Officials on an ongoing basis.

Metro Fire participates in the National Fire Protection Association (NFPA), International Code Council (ICC), Underwriter's Laboratory (UL), Northern California Fire Prevention Officers, and Sacramento Fire Prevention Officers Association (SRFPOA) to ensure code development is consistent with industry, State, and regional standards and practices.

To ensure the public is well informed of updated code requirements, City and Metro Fire staff have collaborated on educational efforts including city website postings, informational handouts, and daily communication at the City Hall front counter.

### **Attachments**

1. Ordinance No. 2022- \_\_\_\_\_ Local amendments to Chapter 38 Article II titled Fire Prevention and Protection
2. 2022 Fire Code, summary of changes

**ORDINANCE NO. 2022-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF CITRUS HEIGHTS AMENDING CHAPTER 38 OF THE CITRUS HEIGHTS MUNICIPAL CODE RELATING TO FIRE PREVENTION AND PROTECTION**

The City Council of the City of Citrus Heights does ordain as follows:

**SECTION 1. CHAPTER 38 “FIRE PREVENTION AND PROTECTION”** is hereby repealed in its entirety and replaced as follows:

**Chapter 38  
FIRE PREVENTION AND PROTECTION**

**Sec. 38-27 Title.** These regulations shall be known as the "Fire Code."

**Sec. 38-28 Adoption of California Fire Code.** There is hereby adopted by the City of Citrus Heights for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain code known as the 2022 California Building Standards Code, Title 24, California Code of Regulations, Part 9 (California Fire Code), published by the International Code Council in its entirety including Appendix Chapter 4, Appendix B, Appendix BB, Appendix C, Appendix CC, Appendix H, and Appendix O, save and except such portions as hereinafter deleted, modified, or amended. Not less than one (1) copy of such code has been and now is filed with the Clerk of the City of Citrus Heights. From the effective date of this ordinance from which this article is derived, the provisions thereof shall be controlling within the limits of the City of Citrus Heights except that any inconsistent regulations and ordinances adopted pursuant to applicable law by a fire protection district or a community service district having a fire department within the city shall be controlling within that district's jurisdictional areas.

**Sec. 38-29 – Enforcement.** The division of authority for enforcement of this chapter shall be as follows:

The Chief of the Sacramento Metropolitan Fire District or the Chief's designated representatives shall have authority to enforce this chapter and issue citations for violations.

**Sec. 38-30 – Findings.** The findings of fact are filed separately with the California Building Standards Commission and State Department of Housing and Community Development.

**Sec. 38-31 Definitions.**

- (a) Where the word “municipality” is used in the California Fire Code, it shall mean the City of Citrus Heights.
- (b) Wherever the word "Chief" is used in this Chapter or the California Fire Code, it shall mean the Chief of the Sacramento Metropolitan Fire District.

**Sec. 38-32 Amendments to the 2022 Edition of the California Fire Code**

**SECTION 105.5.5 "CARNIVALS AND FAIRS" IS AMENDED AS FOLLOWS:**

**Section 105.5.5 Carnivals, fairs, festivals, or exhibitions.** An operational permit is required to conduct a carnival, fair, festival, or exhibition.

**SECTION 107.7 "COST RECOVERY FEES" IS ADDED AS FOLLOWS:**

**Section 107.7 Cost recovery fees.** Cost recovery fees may be charged to any person, firm, corporation, or business that through negligence, violation of the law, or as a result of carelessness, is responsible for an incident resulting in Fire Department response. (Health & Safety Code 13916).

**SECTION 109.3.1 "ELECTRONIC FILING" IS ADDED AS FOLLOWS:**

**Section 109.3.1 Electronic filing.** When required by the fire code official, records of all system inspections, tests and maintenance required by the referenced standards and Title 19 of the California Code of Regulations shall be submitted to the fire code official electronically.

**SECTION 111.1 "BOARD OF APPEALS ESTABLISHED" IS AMENDED AS FOLLOWS:**

**Section 111.1 Board of appeals established.** In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be the Board of Directors of the fire protection district or community services district having jurisdiction, or the County of Sacramento Board of Supervisors in the Sacramento County Airport System.

**SECTION 112.4 "VIOLATION PENALTIES" IS AMENDED AS FOLLOWS:**

**Section 112.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of an infraction or a misdemeanor punishable by a fine of not less than one hundred dollars (\$100) and not more than one thousand dollars (\$1,000), or by imprisonment not exceeding 180 days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**SECTION 112.4.2 "CITATIONS" IS ADDED AS FOLLOWS:**

**Section 112.4.2 Citations.** The Chief, or the Chief's duly authorized representative, may issue citations for infractions or misdemeanor violations of this code pursuant to Section 13871 of the Health and Safety Code of the State of California and Chapter 5c (commencing with Section 853.6) of Title 3 of Part 2 of the Penal Code of the State of California.

**SECTION 112.4.3 "CALIFORNIA BAIL SCHEDULE" IS ADDED AS FOLLOWS:**

**Section 112.4.3 – California Bail Schedule.**

SECTION	NATURE OF OFFENSE	PC	MA	BAIL PA	NCA	TOTAL
112.4.3*	NC W/ORDERS OR NOTICE	X		\$1000	\$1700	\$2700
112.4.3*	NC W/CONDEMNATION TAG	X		\$1000	\$1700	\$2700
112.4.3*	DESTRUCTION OF TAGS	X		\$1000	\$1700	\$2700
112.4.3*	CONTINUANCE OF HAZARD	X		\$1000	\$1700	\$2700
ALL OTHER SECTIONS		X		\$100	\$170	\$270

\*- MISDEMEANOR

PC – ELIGIBLE FOR PROOF OF CORRECTION

PA – PENALTY ASSESSMENT

NCA – NIGHT COURT ASSESSMENT

NC - NONCOMPLIANCE

**SECTION 113.4 "FAILURE TO COMPLY" IS AMENDED AS FOLLOWS:**

**Section 113.4 Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition shall be guilty of an infraction or a misdemeanor punishable by a fine of not less than one hundred (\$100) dollars or more than one thousand (\$1000) dollars.

**SECTION 202, "GENERAL DEFINITIONS," HAS "ALL-WEATHER DRIVING SURFACE" ADDED AS FOLLOWS:**

**ALL-WEATHER DRIVING SURFACE.** A roadway with a minimum surface finish of one layer of asphalt or concrete that is designed to carry the imposed weight loads of fire apparatus.

**Exception:** R-3 occupancies located on Agricultural or Agricultural-Residential zoned lots.

**SECTION 202, "GENERAL DEFINITIONS," HAS THE DEFINITIONS OF "SUPERVISING STATION" AND "FALSE ALARM" AMENDED AS FOLLOWS:**

**SUPERVISING STATION.** An approved UL listed, Type A, Full Service Central Station facility that receives signals and at which personnel are in attendance at all times to respond to these signals. The approved supervising station shall have the ability to relay the alarm to the (a) Sacramento Regional Fire/EMS Communications Center or (b) to the Sacramento International Airport Communication

Center in an approved manner.

**FALSE ALARM.** The willful and knowing or negligent initiation or transmission of a signal, message or other notification of an event of fire when no such danger exists.

**SECTION 503.1.2.1 "REMOTENESS" IS ADDED AS FOLLOWS:**

**Section 503.1.2.1 Remoteness.** Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.

**Section 503.6.1 "ELECTRIFIED SECURITY FENCES" IS ADDED AS FOLLOWS:**

**Section 503.6.1 Electrified security fences.** Electrified security fences, where permitted by the building official of the municipality, must be approved by the fire code official prior to installation.

**SECTION 505.1 "ADDRESS IDENTIFICATION" IS AMENDED AS FOLLOWS:**

**Section 505.1 Address Identification.** New and existing buildings shall be provided with approved address identification. The address identification shall be legible and in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 6 inches (152.4 mm) high with a minimum stroke width of ½ inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

**SECTION 505.1.1 "ILLUMINATION" IS ADDED AS FOLLOWS:**

**Section 505.1.1 Illumination.** Address identification shall be internally or externally illuminated on all new buildings and existing buildings undergoing alterations. An illuminated directory board shall be required at every entrance where deemed necessary by the fire code official.

**SECTION 507.1.1 "CONNECTION" IS ADDED AS FOLLOWS:**

**Section 507.1.1 Connection.** When required by the fire code official, buildings without a public water supply shall be connected to the public water supply once the public water supply becomes available.

**Exception:** Group R-3 and Group U occupancies

**SECTION 507.5.1 "WHERE REQUIRED" IS AMENDED AS FOLLOWS:**

**Section 507.5.1 Where required.** Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 300 feet (91.44 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains capable of supplying the required fire flow shall be provided where required by the fire code official.



**Exception:** For Group R-3 and Group U occupancies, *equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.3*, the distance requirement shall *be not more than 600 feet (183 m)*.

**SECTION 507.5.1.1 "HYDRANT FOR STANDPIPE SYSTEMS" IS AMENDED AS FOLLOWS:**

**Section 507.5.1.1 Hydrant for standpipe systems.** Buildings equipped with a standpipe installed in accordance with Section 905 shall have a fire hydrant within 40 feet (12,192 mm) of the fire department connection.

**Exception:** The distance shall be permitted to be increased up to 100 feet (30,480 mm) where approved by the fire code official.

**SECTION 510.4.1.1 "MINIMUM SIGNAL STRENGTH INTO THE BUILDING" IS AMENDED AS FOLLOWS:**

**Section 510.4.1.1 Minimum signal strength into the building.** The minimum inbound signal strength shall be sufficient to provide usable voice communications throughout the coverage area as specified by the fire code official. The inbound signal level shall be a minimum of -95dBm throughout the coverage area and sufficient to provide not less than a Delivered Audio Quality (DAQ) of 3.4 or an equivalent Signal-to-Interference-Plus-Noise Ratio (SINR) applicable to the technology for either analog or digital signals.

**SECTION 510.4.1.2 "MINIMUM SIGNAL STRENGTH OUT OF THE BUILDING" IS AMENDED AS FOLLOWS:**

**Section 510.4.1.2. Minimum signal strength out of the building.** The minimum outbound signal strength shall be sufficient to provide usable voice communications throughout the coverage area as specified by the fire code official. The outbound signal level shall be sufficient to provide not less than a DAQ of 3.4 or an equivalent SINR applicable to the technology for either analog or digital signals.

**SECTION 901.4.7 "PUMP AND RISER ROOM SIZE" IS AMENDED AS FOLLOWS:**

**Section 901.4.7 Pump and riser room size.** Approved fire pump rooms and/or automatic sprinkler system riser rooms shall be provided in all new buildings protected by an automatic sprinkler system. Fire pump rooms and automatic sprinkler system riser rooms shall be designed with adequate space for all equipment necessary for the installation, as defined by the manufacturer, with sufficient working space around the stationary equipment. Clearances around equipment to elements of permanent construction, including other installed equipment and appliances, shall be sufficient to allow inspection, service, repair or replacement without removing such elements of permanent construction or disabling the function of a required fire-resistance-rated assembly. Fire pump and automatic sprinkler system riser rooms shall be provided with doors and unobstructed passageways large enough to allow removal of the largest piece of equipment.

**Exception:** Group R-3 Occupancies.

**SECTION 901.4.7.2 MARKING ON ACCESS DOORS IS AMENDED AS FOLLOWS:**

**Section 901.4.7.2 Marking on access doors.** Access doors for automatic sprinkler system riser rooms and fire pump rooms shall be labeled with an approved sign. The lettering shall be in contrasting color to the background. Letters shall have a minimum height of 4 inches (101.6 mm) with a minimum stroke of 1/2 inch (12.7 mm).

**SECTION 901.4.7.4 LIGHTING IS AMENDED AS FOLLOWS:**

**901.4.7.4 Lighting.** Permanently installed artificial illumination and emergency illumination shall be provided in the automatic sprinkler system riser rooms and fire pump fire control rooms.

**SECTION 903.2. "WHERE REQUIRED" IS AMENDED AS FOLLOWS:**

**Section 903.2 Where required.** Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in Sections 903.2.1 through 903.2.12 *and Sections 903.2.14 through 903.2.21*. For the provisions of this section, portions of buildings separated by fire walls shall not be considered separate buildings.

**Exception:** Non-combustible, detached canopies open on four sides not exceeding the basic allowable area in CBC Table 506.2 used exclusively for any of the following:

1. Parking or storage of private or recreational vehicles.
2. Non-combustible storage
3. Fuel islands.

**SECTION 903.2.1.1 "GROUP A-1" IS AMENDED AS FOLLOWS:**

**Section 903.2.1.1 Group A-1.** An automatic sprinkler system shall be provided throughout stories containing Group A-1 occupancies and throughout all stories from the Group A-1 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies
4. The fire area contains a multi-theater complex

**SECTION 903.2.1.2 "GROUP A-2" IS AMENDED AS FOLLOWS:**

**Section 903.2.1.2 Group A-2.** An automatic sprinkler system shall be provided throughout stories containing Group A-2 occupancies and throughout all stories from the Group A-2 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 3,599 square feet ( $334.36\text{ m}^2$ );
2. The fire area has an occupant load of 100 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. *The structure exceeds 3,599 square feet ( $334.36\text{ m}^2$ ).*

**SECTION 903.2.1.3 "GROUP A-3" IS AMENDED AS FOLLOWS:**

**Section 903.2.1.3 Group A-3.** An automatic sprinkler system shall be provided throughout stories containing Group A-3 occupancies and throughout all stories from the Group A-3 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 3,599 square feet ( $334.36\text{ m}^2$ ).
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The structure exceeds 3,599 square feet ( $334.36\text{ m}^2$ ).

**SECTION 903.2.1.4 "GROUP A-4" IS AMENDED AS FOLLOWS:**

**Section 9.3.2.1.4 Group A-4.** An automatic sprinkler system shall be provided throughout stories containing Group A-4 occupancies and throughout all stories from the Group A-4 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 3,599 square feet ( $334.36\text{ m}^2$ ).
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

**SECTION 903.2.2.1 "GROUP B" IS ADDED AS FOLLOWS:**

**Section 903.2.2.1 Group B.** An automatic sprinkler system shall be provided throughout stories containing Group B occupancies and throughout all stories from the Group B occupancy to and including the levels of exit discharge serving that occupancy where the fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).

**SECTION 903.2.3 “GROUP E” IS AMENDED AS FOLLOWS:**

**Section 903.2.3 Group E.** An automatic sprinkler system shall be provided for Group E occupancies as follows:

1. Throughout all Group E fire areas greater than 3,599 square feet (334.36 m<sup>2</sup>) in area.
2. The Group E fire area is located on a floor other than a level of exit discharge serving such occupancies.

**Exception:** In buildings where every classroom has not fewer than one exterior exit door at ground level, an automatic sprinkler system is not required in any area below the lowest level of exit discharge serving that area.

3. The Group E fire area has an occupant load of 300 or more.
4. *In rooms or areas with special hazards such as laboratories, vocational shops and other such area where hazardous materials in quantities not exceeding the maximum allowable quantity are used or stored.*
5. *Throughout any Group E structure greater than 3,599 square feet (334.36 m<sup>2</sup>) in area.*
6. *For public school state funded construction projects see Section 903.2.19.*
7. *For public school campuses, Kindergarten through 12<sup>th</sup> grade, see Section 903.2.20.*

**SECTION 903.2.4 “GROUP F-1” IS AMENDED AS FOLLOWS:**

**Section 903.2.4 Group F-1.** An automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).
2. A Group F-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 3,599 square feet (334.36 m<sup>2</sup>).

**SECTION 903.2.4.4 “GROUP F-2” is ADDED AS FOLLOWS:**

**Section 903.2.4.4 Group F-2.** An automatic sprinkler system shall be provided throughout all buildings

containing a Group F-2 occupancy where the following condition exists:

1. A Group F-2 fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).

#### **SECTION 903.2.7 "GROUP M" IS AMENDED AS FOLLOWS:**

**Section 903.2.7 Group M.** An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1. A Group M fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).
2. A Group M fire area is located more than three stories above grade plane.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 3,599 square feet (334.36 m<sup>2</sup>).
4. [SFM]The structure exceeds 3,599 square feet (334.36 m<sup>2</sup>).

#### **SECTION 903.2.7.2 "GROUP M UPHOLSTERED FURNITURE OR MATTRESSES" IS AMENDED AS FOLLOWS:**

**Section 903.2.7.2 Group M upholstered furniture or mattresses:** An automatic sprinkler system shall be provided throughout a Group M fire area where the area used for the display and sale of upholstered furniture or mattresses exceeds 3,599 square feet (334.36 m<sup>2</sup>).

#### **SECTION 903.2.8.1.1 "GROUP R-3 MANUFACTURED HOUSING" IS ADDED AS FOLLOWS:**

**Section 903.2.8.1.1 Group R-3 manufactured housing.** An automatic sprinkler system in accordance with Title 25 of the California Code of Regulations, shall be installed in new or used one and two-family manufactured homes, mobile homes, and multi-unit manufactured housing with two dwelling units where a fire sprinkler system would normally be required in any residential unit that could be built on the same site.

#### **SECTION 903.2.8.3 "GROUP R-4, CONDITION 2" IS AMENDED AS FOLLOWS:**

**Section 903.2.8.3 Group R-4.** An automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be provided in Group R-4 occupancies.

#### **SECTION 903.2.9 "GROUP S-1" IS AMENDED AS FOLLOWS:**

**Section 903.2.9 Group S-1.** An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1. A Group S-1 fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).
2. A Group S-1 fire area is located more than three stories above grade plane.

3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 3,599 square feet (334.36 m<sup>2</sup>).
4. A Group S-1 fire area used for the storage of commercial motor vehicles where the fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).

**SECTION 903.2.9.1 "REPAIR GARAGES" IS AMENDED AS FOLLOWS:**

**Section 903.2.9.1 Repair garages.** An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406.8 of the California Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 3,599 square feet (334.36 m<sup>2</sup>).
2. Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding 3,599 square feet (334.36 m<sup>2</sup>).
3. Buildings with repair garages servicing vehicles parked in basements.
4. A Group S-1 fire area used for the repair of commercial motor vehicles where the fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).

**SECTION 903.2.10 "GROUP S-2 PARKING GARAGES" IS AMENDED AS FOLLOWS:**

**Section 903.2.10 Group S-2 parking garages.** An automatic sprinkler system shall be provided throughout buildings classified as parking garages where any of the following conditions exist:

1. Where the fire area of the enclosed parking garage, in accordance with Section 406.6 of the California Building Code, exceeds 3,599 square feet (334.36 m<sup>2</sup>).
2. Where the enclosed parking garage, in accordance with Section 406.6 of the California Building Code, is located beneath other groups.

**Exception:** Enclosed parking garages located beneath Group R-3 occupancies.

3. Where the fire area of the open parking garage, in accordance with Section 406.5 of the California Building Code, exceeds 3,599 square feet (334.36 m<sup>2</sup>).

**SECTION 903.2.10.1 "COMMERCIAL PARKING GARAGES" IS AMENDED AS FOLLOWS:**

**Section 903.2.10.1 Commercial parking garages.** An automatic sprinkler system shall be provided throughout buildings used for storage of commercial motor vehicles where the fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).

**SECTION 903.2.10.3 "GROUP S-2" IS ADDED AS FOLLOWS:**

**Section 903.2.10.3 Group S-2.** An automatic sprinkler system shall be provided throughout all buildings containing a Group S-2 occupancy where the following condition exists:

1. A Group S-2 fire area exceeds 3,599 square feet (334.36 m<sup>2</sup>).

**SECTION 903.2.18.1 "GROUP U PRIVATE GARAGES AND CARPORTS" IS ADDED AS FOLLOWS:**

**Section 903.2.18.1 Group U private garages and carports.** Carports and garages within 6-feet of a Group R occupancy equipped with automatic fire sprinklers, shall be protected by fire sprinklers in accordance with NFPA 13D or NFPA 13, as applicable.

**SECTION 903.3.1.2 "NFPA 13R SPRINKLER SYSTEMS" IS DELETED**

**SECTION 903.3.1.2.1 "BALCONIES AND DECK" IS DELETED**

**SECTION 903.3.1.2.2 "CORRIDORS AND BALCONIES IN THE MEANS OF EGRESS" IS DELETED**

**SECTION 903.3.1.2.3 "ATTICS" IS DELETED**

**SECTION 903.3.8.4 "SUPERVISION" IS AMENDED AS FOLLOWS:**

**Section 903.3.8.4 Supervision.** Control valves shall not be installed between the water supply and sprinklers unless the valves are of an approved indicating type that are supervised and secured in the open position.

**SECTION 903.3.9 "FLOOR CONTROL VALVES" IS AMENDED AS FOLLOWS:**

**903.3.9 Floor control valves.** Floor control valves and waterflow detection assemblies shall be installed at each floor in multi-story buildings, at an approved location.

**Exception:** Group R-3 and R-3.1 occupancies floor control valves and waterflow detection assemblies shall not be required.

**SECTION 903.4.2 "ALARMS" IS AMENDED AS FOLLOWS:**

**Section 903.4.2 Alarms.** One exterior approved audible/visual device, located on the exterior of the building in an approved location, and shall be connected to each automatic sprinkler system. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

**SECTION 903.4.3 "FLOOR CONTROL VALVES" IS AMENDED AS FOLLOWS:**

**Section 903.4.3 Floor control valves.** Approved supervised indicating control valves shall be provided at the point of connection to the riser on each floor in multi-story buildings.

**SECTION 903.6 "WHERE REQUIRED IN EXISTING BUILDINGS AND STRUCTURES" IS AMENDED AS FOLLOWS:**

**Section 903.6 Where required in existing buildings and structures.** An automatic sprinkler system

shall be provided in existing buildings and structures where required in Chapter 11 and as follows:

1. When there is a change in occupancy classification that results in an increased life safety or fire risk as determined by the fire code official and the structure exceeds 3,599 square feet (334.36 m<sup>2</sup>), an automatic fire sprinkler system shall be installed throughout the building.
2. In existing buildings and structures exceeding 3,599 square feet (334.36 m<sup>2</sup>), where the floor area of the building or structure is increased.

**Exception:** When the building increase is to accommodate state mandated ADA improvements and is less than 500 square feet (46.45 m<sup>2</sup>).

3. In existing buildings and structures less than 3,600 square feet (334.45 m<sup>2</sup>), where the floor area of the building or structure is increased to exceed 3,599 square feet (334.36 m<sup>2</sup>).

**Exception:** When the building increase is to accommodate state mandated ADA improvements and is less than 500 square feet (46.45 m<sup>2</sup>).

#### **SECTION 903.6.1 "MONITORING" IS ADDED AS FOLLOWS:**

**Section 903.6.1 Monitoring.** When required by the fire code official, valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water levels and temperatures, critical air pressures, and water flow switches on all existing sprinkler systems shall be monitored by an approved supervising station.

#### **SECTION 1028.5.1 "EXIT DISCHARGE SURFACE" IS ADDED AS FOLLOWS:**

**Section 1028.5.1 Exit discharge surface.** Exterior exit pathway surfaces shall be suitable for pedestrian use in inclement weather and shall terminate at a public way as defined in the California Building Code.

#### **SECTION 1201.1 "SCOPE" IS AMENDED AS FOLLOWS:**

**Section 1201.1 Scope.** The provisions of this chapter shall apply to the installation, operation, maintenance, repair, retrofitting, testing, commissioning, and decommissioning of energy systems used for generating or storing energy including but not limited to energy storage systems under the exclusive control of an electric utility or lawfully designated agency. It shall not apply to equipment associated with the generation, control, transformation, transmission, or distribution of energy installations that is under the exclusive control of an electric utility or lawfully designated agency. Energy storage systems regulated by section 1207 shall comply with this chapter as appropriate and NFPA 855.

#### **SECTION 3313.1 "WHEN REQUIRED" IS AMENDED AS FOLLOWS:**

**Section 3313.1 When required.** A permanent approved water supply for fire protection shall be made available as soon as combustible building materials arrive on the site, on commencement of



foundation, on commencement of vertical construction and on installation of a standpipe system in buildings under construction.

Exception: The fire code official is authorized to reduce the fire flow requirements in rural areas or small communities where the development of full fire flow requirements is impractical.

**SECTION 3313.2 “COMBUSTIBLE BUILDING MATERIALS” IS DELETED**

**SECTION 3313.3 “VERTICAL CONSTRUCTION OF TYPES III, IV, AND V CONSTRUCTION” IS DELETED.**

**SECTION 3313.3.1 “FIRE SEPARATION UP TO 30 FEET” IS DELETED.**

**SECTION 3313.3.2 “FIRE SEPARATION OF 30 FEET UP TO 60 FEET” IS DELETED.**

**SECTION 3313.3.3 “FIRE SEPARATION OF 60 FEET OR GREATER” IS DELETED.**

**SECTION 3313.4 “VERTICAL CONSTRUCTION, TYPE I AND II CONSTRUCTION” IS DELETED.**

**SECTION 3313.5 “STANDPIPE SUPPLY” IS DELETED.**

**SECTION 5003.9.1.2 "EMERGENCY RESPONSE SUPPORT INFORMATION" IS ADDED AS FOLLOWS:**

**Section 5003.9.1.2 Emergency response support information.** Ready access to floor plans, safety data sheets (SDS), Hazardous Materials Management Plans (HMMP), Hazardous Material Inventory Statement (HMIS), shall be provided, as determined by the fire code official.

**Chapter 80 “REFERENCED STANDARDS” HAS AMENDED NFPA 24 AS FOLLOWS:**

**NFPA 24-22: Standard for Installation of Private Fire Service Mains and Their Appurtenances, as amended\***

**Chapter 80 "REFERENCED STANDARDS" HAS ADDED NFPA 855 AS FOLLOWS:**

**NFPA 855-23: Standard for the Installation of Stationary Energy Storage Systems.**

**APPENDIX B, TABLE NO. B105.1(1) "REQUIRED FIRE FLOW FOR ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES" IS AMENDED AS FOLLOWS:**

**TABLE NO. B105.1(1)**

**REQUIRED FIRE FLOW FOR ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES<sup>a</sup>**

<b>FIRE FLOW CALCULATION AREA (square feet)</b>	<b>AUTOMATIC SPRINKLER SYSTEM (Design Standard)</b>	<b>MINIMUM FIRE-FLOW (gallons per minute)</b>	<b>FLOW DURATION (hours)</b>
0-3,600	No automatic sprinkler system	1000	1
3,601 and greater	No automatic sprinkler system	Value in Table B105.1 (2)	Duration in Table B105.1 (2) at the required flow rate
0-3,600	Section 903.3.1.3 of the CFC or Section 313.3 of the CRC	1000	1
3,601 and greater	Section 903.3.1.3 of the CFC or Section 313.3 of the CRC	½-value in Table B105.1 (2) <sup>a</sup>	1

For SI: 1 square foot= 0.0929 m2, 1 gallon per minute= 3.785 *Um*.

- a. The reduced fire-flow shall not be less than 1,000 gallons per minute for a duration of 1 hour.

**SECTION B105.2 "BUILDINGS OTHER THAN ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES," IS AMENDED AS FOLLOWS:**

**Section B105.2 Buildings other than one- and two-Family dwellings, Group R-3 and R4 buildings and townhouses.** The minimum fire flow and flow duration for buildings other than one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses shall be as specified in Tables B105.1(2) and B105.2.

**Exceptions:**

- A. Group B, S-2 and U occupancies having a floor area not exceeding 1,000 square feet, primarily constructed of noncombustible exterior walls with wood or steel roof framing, having a Class A roof assembly, with uses limited to the following or similar uses:
  - 1. California State Parks buildings of an accessory nature (restrooms).
  - 2. Safety roadside rest areas, (SRRA), public restrooms.
  - 3. Truck inspection facilities, (TIF), CHP office space and vehicle inspection bays.
  - 4. Sand/salt storage buildings, storage of sand and salt.
- B. Group U occupancies accessory to a one or two-family dwelling.

**APPENDIX B, TABLE NO. B105.2, "REQUIRED FIRE FLOW FOR BUILDINGS OTHER THAN ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND**

**TOWNHOUSES” IS AMENDED AS FOLLOWS:**

**TABLE NO. B105.2  
REQUIRED FIRE FLOW FOR BUILDINGS OTHER THAN ONE- AND TWO-FAMILY  
DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES**

<b>AUTOMATIC SPRINKLER SYSTEM (Design Standard)</b>	<b>MINIMUM FIRE-FLOW (gallons per minute)</b>	<b>FLOW DURATION (hours)</b>
No automatic sprinkler system	Value in Table B105.1 (2)	Duration in Table B105.1 (2)
Section 903.3.1.1 of the California Fire Code	50% of the Value in Table B105.1 (2) <sup>a</sup>	Duration in Table B105.1 (2) at the reduced flow rate

a. The reduced fire flow shall not be less than 1,500 gallons per minute.

**APPENDIX C, TABLE NO. C102.1, "REQUIRED NUMBER AND SPACING OF FIRE  
HYDRANTS" IS AMENDED AS FOLLOWS:**

**TABLE NO. C102.1  
REQUIRED NUMBER AND SPACING OF FIRE HYDRANTS<sup>c</sup>**

<b>FIRE FLOW REQUIREMENT (gpm)</b>	<b>MINIMUM NO. OF HYDRANTS</b>	<b>AVERAGE SPACING BETWEEN HYDRANTS <sup>a,b,d</sup> (Ft.)</b>	<b>MAXIMUM DISTANCE FROM HYDRANT TO ANY POINT ON STREET OR ROADWAY FRONTAGE-(Ft.)</b>
1750 or less	1	300	150
1751-2250	2	300	150
2251-2750	3	300	150
2751-3250	3	300	150
3251-4000	4	300	150
4001-5000	5	300	150
5001-5500	6	300	150
5501-6000	6	250	150
6001-7000	7	250	150
7001 or more	8 or more <sup>c</sup>	200	120

For SI: 1 foot= 304.8 mm, 1 gallon per minute= 3.785 L/m.

- a. Where streets are provided with median dividers that cannot be crossed by fire fighters pulling hose lines, or where arterial streets are provided with four or more traffic lanes or street width is in excess of 88 feet (26.82m), hydrant spacing shall average 300 feet on each side of the street and be arranged on an alternating basis.
- b. Where new water mains are extended along streets where hydrants are not needed for protection of structures or similar fire problems, fire hydrants shall be provided at spacing not to exceed 1,000 feet (305m) to provide for transportation hazards. In addition, there shall be at least one hydrant at each intersection.
- c. One hydrant for each 1,000 gallons per minute or fraction thereof.
- d. Average spacing between fire hydrants may be extended to 500 feet (152.4m) on streets serving one and two-family dwellings.
- e. The fire code official is authorized to modify the location, number and distribution of fire hydrants based on site-specific constraints and hazards.

**SECTION C104.2 "SINGLE OUTLET FIRE HYDRANTS" IS ADDED AS FOLLOWS:**

**Section C104.2 Single outlet fire hydrants.** Where required by the fire code official, existing single outlet 2 ½ inch fire hydrants shall be changed to an approved steamer fire hydrant, when the following conditions occur:

- 1. The recoding of a tentative subdivision or parcel map.
- 2. A lot merger or split.
- 3. The modification of an existing structure resulting in an increased fire flow.
- 4. A change in occupancy type, use, or character of the building that results in an increased life safety or fire risk, as determined by the fire code official.
- 5. The construction of a new building.

**SECTION C104.3 "RIGHT OF WAY IMPROVEMENTS" IS ADDED AS FOLLOWS:**

**Section C104.3 Right of way improvements.** Existing fire hydrants affected by right of way improvements shall be moved to an approved location.

**SECTION C106.1 "HYDRANT TYPE" IS ADDED AS FOLLOWS:**

**Section C106.1 Hydrant type.** The fire code official shall approve the type of fire hydrants to be installed in public right of way or on private property prior to any such installation.

**SECTION 2. AMENDMENT.** Article II, Sections 38-33 through 38-34 of the Citrus Heights Code is hereby added as set forth below:

**Sec. 38-33 Repeal of Conflicting Ordinances.**

All former fire prevention ordinances or parts thereof conflicting or inconsistent with the

provisions of this ordinance or of the code hereby adopted are hereby repealed.

#### **Sec. 38-34 Prior References.**

Prior references to the local Code shall be construed to apply to the corresponding provisions of this Code.

### **SECTION 3. VALIDITY**

The City of Citrus Heights hereby declares that should any section, paragraph, sentence, or word of this ordinance or of the code hereby adopted be declared for any reason to be invalid, it is the intent of the city council that it would have passed all other portions of this ordinance independent of the elimination therefrom of any such portion as may be declared invalid.

### **SECTION 4. FINDINGS**

In connection with the amendments enacted by Section 2 relating to the California Fire Code and its appendices, 2022 edition, the City Council of the City of Citrus Heights makes the following findings pursuant to Health and Safety Code Sections 17958.5, 17958.7, and 18941.5. The changes are reasonably necessary because of local climatic, topographical, or geological conditions.

The City Council of the City of Citrus Heights hereby adopt, pursuant to Section 18941.5 of the California Health and Safety Code, the following findings of fact:

(a) Under this adopting ordinance, specific amendments have been established which are more restrictive of nature than those adopted by the State of California (State Buildings Standards Code, State Housing & Community Development Codes) commonly referred to as Title 24 & Title 25 of the California Code of Regulations. These amendments to the California Fire Code, 2022 edition, have been recognized by the City of Citrus Heights to address the fire problems, concerns, and future direction by which the City can establish and maintain an environment which will afford a level of fire and life safety to all who live and work within its boundary.

(b) The International Code Council has assumed responsibility for the International Fire Code and International Fire Code Standards. The International Code Council provided a means for participation by all code enforcement officials from throughout the country as well as industry representatives, consultants, and other private parties with an interest in the International Fire Code.

(c) The International Fire Code, being the 2021 edition thereof, published by the International Code Council nationally recognized compilation of proposed rules, regulations and standards of said Association.

(d) Said International Fire Code has been printed and published as a Code in book form within the meaning of Section 50022.1 of the Government Code of the State of California.

(e) Under the provisions of Section 18941.5 of the Health and Safety Code, local amendments are based on climatic, topographical and geological conditions. The findings of fact contained herein address each of these situations and present the local situation, which either singularly or in combination, caused the aforementioned amendments to be adopted.

## LOCAL CONDITIONS

- A. This amendment is justified on the basis of a local climatic condition. The City of Citrus Heights, located within Sacramento County and within the jurisdiction of the Sacramento Metropolitan Fire District, is subject to precipitation, relative humidity, temperature extremes, and high velocity winds.

1. **Precipitation and relative humidity**

a. Conditions

Monthly precipitation ranges from .05 to 2.87 inches with an average of approximately 17.2 inches per year. The majority of this precipitation falls during the months of November through April. There is a dry period of at least six (6) months each year, May through October. Additionally, the area is subject to occasional drought. Relative humidity remains in the middle range most of the time. It ranges from twenty-nine (29) to thirty-eight (38) percent during spring, summer, fall, and from fifty-seven (57) to ninety (90) percent in the winter. It occasionally falls as low as fifteen (15) percent (National Weather Service Sacramento Branch average of historical data (<https://wrcc.dri.edu/cgi-bin/clilcd.pl?ca23232>)).

b. Impact

Locally experienced dry periods cause extreme dryness of untreated wood shakes and shingles on buildings and non-irrigated grass, brush, and weeds, which are often near buildings with wood roofs and sidings. Such dryness causes these materials to ignite very readily and burn rapidly and intensely.

Due to dryness, a rapidly burning grass fire or exterior building fire can quickly transfer to other buildings by means of radiation or flying brands, sparks, and embers. A small fire can rapidly grow to a magnitude beyond the control capabilities of the Fire District resulting in an excessive fire loss.

The Sacramento area has had several consecutive years of drought conditions thus reducing available water supply. The drought conditions have led to lower water tables. Groundwater as well as surface supplies have all been affected. The degradation of water supplies reduces the efficiency of fixed fire protection systems as well as hampering fire suppression activities. As an example, in 1998, the City of Sacramento lowered its static water pressure from 50 psi to 30 psi.

The doubling of average rainfall called an "El Nino" event has occurred from time to time and does cause the grass to mature and grow in excess of six feet high before it dries out. Ten sq. feet of this type of fuel is equivalent to the explosive force of one gallon of gasoline.

Low-level fog (Tule Fog) is present throughout the winter months, which brings visibility to almost zero feet. The fog delays emergency responders

and has caused numerous vehicle accidents including the December 11, 1997, Interstate 5 incident in Elk Grove which involved 36 vehicles and caused 31 casualties including 5 fatalities. The fog can also cause freezing and slick roadways.

## 2. **Temperature**

### a. **Condition**

Temperatures have been recorded as high as 115° F throughout the Sacramento region. Average summer highs are in the 86° F range, with average maximums of 108° F (National Weather Service Sacramento Branch average of historical data (<https://wrcc.dri.edu/cgi-bin/clilcd.pl?ca23232>)).

### b. **Impact**

The Sacramento region has extreme variations in weather patterns too. Summers are arid and warm, winters are cool to freezing, fall and spring can bring any combination of weather pattern together. It is this cyclical uncertainty that allows weather events such as the rapid melting of the snow pack which causes flooding in the low-lying valley areas of Sacramento County.

High temperatures cause rapid fatigue and heat exhaustion of firefighters, thereby reducing their effectiveness and ability to control large building and wildland fires.

Another impact from high temperatures is that combustible building material and non-irrigated weeds, grass, and brush are preheated, thus causing these materials to ignite more readily and burn more rapidly and intensely. Additionally, the resultant higher temperature of the atmosphere surrounding the materials reduces the effectiveness of the water being applied to the burning materials. This requires that more water be applied, which in turn requires more Fire District resources in order to control a fire on a hot day. High temperatures directly contribute to the rapid growth of fires to an intensity and magnitude beyond the control capabilities of the Fire District.

## 3. **Winds**

### a. **Condition**

Prevailing winds in the area are from the south or southeast. However, winds are experienced from virtually every direction at one time or another. Velocities are generally in the six (6) mph to nine and one half (9.5) mph ranges, gusting to twenty-five (25) to thirty-five (35) mph. Forty (40) mph winds are experienced occasionally and winds up to seventy-four (74) mph have been registered locally. During the winter half of the year strong, dry, gusty winds from the north move through the area for several days creating extremely dry conditions. (National Weather Service



Sacramento Branch average of historical data (<https://wrcc.dri.edu/cgi-bin/clilcd.pl?ca23232>).

b. Impact

Winds such as those experienced locally can and do cause fires, both interior and exterior, to burn and spread rapidly. Fires involving non-irrigated weeds, grass, and brush can grow to a magnitude and be fanned to intensity beyond the control capabilities of the Fire District very quickly even by relatively moderate winds. During wood shake and shingle roof fires, or exposure fires, winds can carry sparks and burning brands to other structures, thus spreading the fire and causing conflagrations. When such fires are not controlled, they can extend to nearby buildings, particularly those with untreated wood shakes or shingles. In building fires, winds can literally force fires back into the building and can create a blow torch effect, in addition to preventing "natural" ventilation and cross-ventilation efforts.

Winds of the type experienced locally also reduce the effectiveness of exterior water streams used by the Fire District on fires involving large interior areas of buildings, fires which have vented through windows and roofs due to inadequate built-in fire protection and fires involving wood shake and shingle building exteriors. Local winds will continue to be a factor toward causing major fire losses to buildings not provided with fire resistive roof and siding materials. Buildings with inadequately separated interior areas or lacking automatic fire protection systems are also at risk.

Throughout the District, homes are being built within grass and brush covered rural areas creating an urban interface environment. Combustible weeds on vacant lots, coupled with windy conditions can be a recipe for disaster. Throughout the State of California, large catastrophic fires in these urban interface environments have resulted in loss of life and property at an increasing rate.

- B. This amendment is justified on the basis of a local geologic condition. Sacramento County is subject to seismicity as it is located within seismic zone 3 (major damage capability). Faults within this area are (1) Rescue Lineament-Bear Mountain Fault; (2) San Joaquin Fault; (3) Vacca-Kirby Fault; (4) Greenville Fault; and (5) Dunnigan Hills Fault.

Sacramento County is bisected by major transportation corridors including Interstate 80 and U.S. 50 which traverses in an east/west direction and is bisected by both Highway 99 and Interstate 5. The Sacramento Metropolitan Fire District and The Cosumnes Fire Department serve a combined population in excess of 923,000 residents and over 500 square miles. There are 2 major rail lines which run through the Districts. An overpass or underpass crossing collapse would significantly increase response time for fire and emergency vehicles and hinder mutual aid efforts. This is due to the limited crossings of the major highways and rail lines.

Earthquakes of the magnitude experienced locally can cause major damage to electrical transmission facilities, which, in turn, cause power failures while at the same time starting fires

throughout the Fire Districts. The occurrence of multiple fires will quickly deplete existing fire districts' resources; thereby reducing and/or delaying their response to any given fire. Additionally, without electrical power, elevators, smoke management systems, lighting systems, alarm systems, and other electrical equipment urgently needed for building evacuation and fire control in large buildings without emergency generator systems would be inoperative, thereby resulting in loss of life and/or major fire losses in such buildings.

The above local topographical conditions impede emergency response activities and increase response times. Public Safety resources would have to be prioritized to mitigate the greatest threat and may likely be unavailable for smaller single dwelling or structure fires.

- C. This amendment is justified on the basis of a local topographic condition. Sacramento County is subject to increased vegetation, varied surface features, hazardous building operations, increased landscaping and terrain risk factors.

1. Vegetation

Highly combustible dry grass, weeds, and brush are common in the hilly and open space areas adjacent to built-up locations six (6) to eight (8) months of each year. Many of these areas frequently experience wildland fires, which threaten nearby buildings, particularly those with wood roofs, or sidings. This condition can be found throughout the Fire Districts, especially in those fully developed areas and those areas marked for future development.

Development continues to extend from the urban core into grass-covered areas and brush/tree covered canyons, such as the American River Parkway, where every 20-percent increase in slope doubles the rate of fire spread.

2. Surface features

The Districts are bisected by Sacramento RT Light Rail running east/west and the Union Pacific mainline running north/south with an average of eighteen to twenty-four trips daily and with the ability to increase the trips significantly without prior notice to the District. Underground pipelines run parallel to the mainline in a north/south direction in the western portion of the district and carry liquid petroleum, and natural gases under high pressure. It is reasonably foreseeable that this bisection of the Districts by the railroad track could result in the reduction of response time for fire and emergency vehicles in the event a train is traveling on the railroad track at the time of a fire or other emergency.

3. Buildings, landscaping, and terrain

The Districts include several topographical features, including major rivers and creeks, aqueducts, lakes, sloughs, natural parkways, open space, bridges/overpasses, freeways, railroad tracks, drainage canals, and sprawling industrial facilities such as Kinder Morgan, U.S. Cold Storage, Ampaq, and McClellan Park. Traffic has to be channeled around several of these topographical features and limitations, which creates traffic congestion and delays in emergency response. In the event of an accident or other emergency at one of the key points of intersection between a road and river or freeway,

sections of the Districts could be isolated or response times could be significantly increased so as to increase the risk of injury or damage. These features are located between many of the District's fire stations.

Preservation of wetland areas, natural parkways, riparian corridors along rivers/streams, vernal pools, open space and endangered species habitats have all contributed to access problems as well as exemption from vegetation abatement programs. These situations, though very environmentally important, do increase the demands on the fire service due to the extreme fire hazard created by fuel loading and limited access. Reduced available infrastructure features, such as roads, water supplies, and fire protection, hamper the effectiveness of fire response resources. These rural areas are subject to a higher degree of risk without mitigation measures.

Intricate levee systems hold back a portion of the floodwater. However, significant flooding has occurred in many of the Districts' low-lying areas where soil conditions are not conducive to rapid infiltration. Localized street flooding has occurred near creeks which make access for fire-fighting equipment difficult.

The above local topographical conditions impede emergency response activities and increase response times. Public Safety resources would have to be prioritized to mitigate the greatest threat and may likely be unavailable for smaller single dwelling or structure fires.

Additional variables that may negatively impact emergency response:

1. The extent of damage to the water system.
2. The extent of isolation due to bridge and/or freeway overpass collapse.
3. The extent of roadway damage and/or amount of debris blocking the roadways.
4. Climatic conditions (hot, dry weather with high winds).
5. Time of day will influence the amount of traffic on roadways and could intensify the risk to life during normal business hours.
6. The availability of timely mutual aid or military assistance.

## 2022 California Fire Code

Section	Title	Adopted from CFC	Amended from CFC	Added to CFC	Deleted from CFC	Justification
105.5.5	Carnivals and fairs		X			Administrative
107.7	Cost Recovery Fees			X		Administrative
109.3.1	Electronic Filing			X		Administrative
111.1	Board of Appeals Established		X			Administrative

112.4	Violation Penalties		X			Administrative
112.4.2	Citations			X		Administrative
112.4.3	California Bail Schedule			X		Administrative
113.4	Failure to comply		X			Administrative
202	General Definitions		X	X		Administrative
503.1.2.1	Remoteness			X		B, C2
503.6.1	Electrified security fences			X		Administrative
505.1	Address identification		X			A1
505.1.1	Illumination			X		A1
507.1.1	Connection			X		A2, A3, C1
507.5.1	Where required		X			A2, A3, C1
507.5.1.1	Hydrant for standpipe systems		X			A2, A3, C1
510.4.1.1	Minimum signal strength into the buildings		X			C3
510.4.1.2	Minimum signal strength out of the building		X			C3
901.4.7	Pump and riser room size		X			A1, A2
901.4.7.2	Marking on access doors		X			A1
901.4.7.4	Lighting		X			A3, B
903.2	Where required		X			A2, A3, B, C1, C2, C3
<b>Section</b>	<b>Title</b>	<b>Adopted from CFC</b>	<b>Amended from CFC</b>	<b>Added to CFC</b>	<b>Deleted from CFC</b>	<b>Justification</b>
903.2.1.1	Group A-1		X			A2, A3, B, C1, C2, C3
903.2.1.2	Group A-2		X			A2, A3, B, C1, C2, C3
903.2.1.3	Group A-3		X			A2, A3, B, C1, C2, C3
903.2.1.4	Group A-4		X			A2, A3, B, C1, C2, C3
903.2.2.1	Group B			X		A2, A3, B, C1, C2, C3
903.2.3	Group E		X			A2, A3, B, C1, C2, C3
903.2.4	Group F-1		X			A2, A3, B, C1, C2, C3
903.2.4.4	Group F-2			X		A2, A3, B, C1, C2, C3
903.2.7	Group M		X			A2, A3, B, C1, C2, C3
903.2.7.2	Group M Upholstered Furniture or Mattresses		X			A2, A3, B, C1, C2, C3
903.2.8.1.1	Group R-3 manufactured housing			X		A2, A3, B, C1, C2, C3
903.2.8.3	Group R-4, Condition 2		X			A2, A3, B, C1, C2, C3
903.2.9	Group S-1		X			A2, A3, B, C1, C2, C3
			X			A2, A3, B, C1,

903.2.9.1	Repair garages					C2, C3
903.2.10	Group S-2 parking garages		X			A2, A3, B, C1, C2, C3
903.2.10.1	Commercial parking garages		X			A2, A3, B, C1, C2, C3
903.2.10.3	Group S-2			X		A2, A3, B, C1, C2, C3
903.2.18.1	Group U private garages and carports accessory to Group R-3 occupancies		X			A2, A3, B, C1, C2, C3
903.3.1.2	NFPA 13R sprinkler systems				X	A2, A3, B, C1, C2, C3
903.3.1.2.1	Balconies and decks				X	A2, A3, B, C1, C2, C3
903.3.1.2.2	Corridors and balconies in the means of egress				X	A2, A3, B, C1, C2, C3
903.3.1.2.3	Attics				X	A2, A3, B, C1, C2, C3
903.3.8.4	Supervision		X			B, C2, C3
903.3.9	Floor control valves		X			B, C2, C3
903.4.2	Alarms		X			A1, B, C2, C3
903.4.3	Floor control valves		X			B, C2, C3
903.6	Where required in existing buildings and structures		X			A1, A3, C1, C2, C3
903.6.1	Monitoring			X		B, C2, C3
1028.5.1	Exit discharge surface			X		A1
1201.1	Scope		X			A1, A3, B, C1, C2, C3
<b>Section</b>	<b>Title</b>	<b>Adopted from CFC</b>	<b>Amended from CFC</b>	<b>Added to CFC</b>	<b>Deleted from CFC</b>	<b>Justification</b>
3313.1	When required		X			A2, A3, B, C1, C2, C3
3313.2	Combustible building materials				X	A2, A3, B, C1, C2, C3
3313.3	Vertical construction of Types II, IV, and V construction				X	A2, A3, B, C1, C2, C3
3313.3.1	Fire separations up to 30 feet				X	A2, A3, B, C1, C2, C3
3313.3.2	Fire separations of 30 feet up to 60 feet				X	A2, A3, B, C1, C2, C3
3313.3.3	Fire separations of 60 feet or greater				X	A2, A3, B, C1, C2, C3
3313.4	Vertical construction, Type I and II construction				X	A2, A3, B, C1, C2, C3
3313.5	Standpipe supply				X	A2, A3, B, C1, C2, C3
3312.2 – 3313.5	Water supply for fire protection				X	A2, A3, B, C1, C2, C3
5003.9.1.2	Emergency response support information			X		A, B, C
Chapter 80	Reference standards, NFPA 24		X			A, B, C
Chapter 80	Reference standards, NFPA 855			X		A, B, C
Appendix Chapter 4	Special detailed requirements based on use and occupancy	X				A2, A3, B, C1, C2, C3
Appendix B	Fire-Flow Requirements for Buildings	X				A2, A3, B, C1, C2, C3
Appendix B, Table	Required fire flow for one and two- family dwellings, Group R-3 and R-		X			A2, A3, B, C1, C2, C3

B105.1(1)	4 buildings and townhouses					
Appendix B B105.2	Buildings other than one and two- family dwellings, Group R-3 and R-4 buildings and townhouses		X			A2, A3, B, C1, C2, C3
Appendix B Table B105.2	Required fire flow for buildings other than one and two-family dwellings, Group R-3 and R-4 buildings and townhouses		X			A2, A3, B, C1, C2, C3
Appendix BB	Required fire flow requirements for building	X				A2, A3, B, C1, C2, C3
Appendix C, Table C102.1	Required number and spacing of fire hydrants		X			A2, A3, B, C1, C2, C3
Appendix C	Fire hydrant locations and distribution	X				A2, A3, B, C1, C2, C3
Appendix C, Section C104.2	Single outlet fire hydrants			X		A2, A3, B, C1, C2, C3
Appendix C, Section 104.3	Right of way improvements			X		A2, A3, B, C1, C2, C3
Appendix C, Section C106.1	Hydrant type			X		A2, A3, B, C1, C2, C3
Appendix CC	Fire hydrant location and distribution	X				A2, A3, B, C1, C2, C3
Appendix H	Hazardous materials management plans and hazardous materials inventory statements	X				A2, A3, B, C1, C2, C3
Appendix O	Temporary haunted houses, ghost walks and similar amusement uses	X				A2, A3, B, C1, C2, C3

## SECTION 5: SEVERABILITY

If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

## SECTION 6: EFFECTIVE DATE AND NOTICE

This ordinance shall take effect thirty (30) days after its adoption, provided it is published in full or in summary within fifteen (15) days of its adoption, in a newspaper of general circulation published and circulated in the City of Citrus Heights.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights this \_\_\_\_ day of \_\_\_\_\_, 2022 by the following vote:

**AYES:**           **Council Members:**  
**NOES:**          **Council Members:**  
**ABSENT:**       **Council Members:**  
**ABSTAIN:**      **Council Members:**

**ATTEST:**

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**Porsche Middleton, Mayor**

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**Amy Van, City Clerk**

## 2022 Fire Code summary of changes, Attachment # 2

### CHAPTER 38 -FIRE PREVENTION AND PROTECTION

#### SECTION 1

- Section numbers revised to coincide with sections as updated

#### Chapter 38 - 27, Fire Code

##### Sec. 38 - 28

- Changed to adopt entire California Fire Code and Appendices necessary to meet local geographic, topographic, and climatic conditions.

##### Sec. 38 -29

- Enforcement – remains unchanged.

##### Sec. 38 – 30

- Findings – remains unchanged.

##### Sec. 38-31

- Definitions – remains unchanged.

##### Sec. 38 - 32

- Section 105.6.5 is changed to section 105.5.5. This is a change in section numbers only. The requirement is consistent with 105.6.5 of the previous ordinance.
- Section 106.6 is changed to section 107.7. This is a change in section numbers only. The requirement is consistent with 106.6 of the previous ordinance.
- Section 109.3.1 is a section moved from section 901.6.3.1 of the previous ordinance. This is a change in section number only.
- Section 109.1 is changed to section 111.1. This is a change in section numbers only. The requirement is consistent with 109.1 of the previous ordinance.
- Section 110.4 is changed to section 112.4. This is a change in section numbers and removed of bracket in text. The requirement is consistent with 110.4 of the previous ordinance.
- Section 110.4.2 is changed to section 112.4.2. This is a change in section numbers only. The requirement is consistent with 110.4.2 of the previous ordinance.
- Section 110.4.3 is changed to section 112.4.3. This is a change in section numbers only. The requirement is consistent with 110.4.3 of the previous ordinance.
- Section 112.4 is changed to section 113.4. This is a change in section numbers only. The requirement is consistent with 112.4 of the previous ordinance.



## 2022 Fire Code summary of changes, Attachment # 2

- Section 202 maintains the definitions for “all-weather driving surface”, and “false alarm”, and removed the word “approved” from the definition of “supervising station”. “Supervising Station” is amended to incorporate the language from the previous ordinance.
- Section 503.1.2.1 is deleted as the requirement is incorporated into local fire prevention standard.
- Section 503.6.1 remains unchanged.
- Section 505.1 remains unchanged.
- Section 505.1.1 remains unchanged.
- Section 507.1.1 remains unchanged.
- Section 507.5.1 adds state language to the exception allowing installed fire sprinklers in residential occupancies to increase the fire hydrant distance.
- Section 507.5.1.1 remains unchanged.
- Section 510.4.1.1 is added and changes the minimum inbound signal strength for first responder radios from 3.0 Delivered Audio Quality (DAQ) to 3.4 DAQ.
- Section 510.4.1.2 is added and changes the minimum outbound signal strength for first responder radios from 3.0 DAQ to 3.4 DAQ.
- Section 901.4.6 is changed to section 901.4.7. This is a change in section numbers only. The requirement is consistent with 901.4.6 of the previous ordinance.
- Section 901.4.6.2 is changed to section 901.4.7.2. This is a change in section numbers only. The requirement is consistent with 901.4.6.2 of the previous ordinance.
- Section 901.4.6.4 is changed to section 901.4.7.4. This is a change in section numbers only. The requirement is consistent with 901.4.6.4 of the previous ordinance.
- Section 901.6.4 is deleted as requirements are included in Fire Code and nationally recognized standards.
- Section 903.2 is revised to include updated code section reference and reformatting of the exception.
- Section 903.2.1.1 remains unchanged.
- Section 903.2.1.2 amends exception #4 to be consistent with existing Section 903.2.
- Section 903.2.1.3 amends exception #4 to be consistent with existing Section 903.2.
- Section 903.2.1.4 remains unchanged.
- Section 903.2.2.1 remains unchanged.
- Section 903.2.3 amends exception #5 to be consistent with existing Section 903.2.
- Section 903.2.4 removed condition #4 from previous ordinance as current edition of the Fire Code created a new section.

## 2022 Fire Code summary of changes, Attachment # 2

- Section 903.2.4.4 is a new amendments. This adds the fire sprinkler requirement to F-2 occupancies for structures that exceed 3,599 sq. ft. consistent with all other occupancies.
- Section 903.2.7 removed condition #4 from previous ordinance and relocated to new code section. Conditions renumbered.
- Section 903.2.7.2 is a new amendment. This is the previous condition #4 from Section 903.2.7. Fire sprinkler threshold reduced to 3,599 sq. ft. consistent with the previous ordinance.
- Section 903.2.8.1.1 remains unchanged.
- Section 903.2.8.3 amends condition #2 in title only. Remaining amendment remains consistent with previous ordinance.
- Section 903.2.9 removed condition #5 from previous ordinance and relocated to new code section. Remaining conditions remain unchanged.
- Section 903.2.9.1 remains unchanged.
- Section 903.2.10 code change removing “enclosed” in title. Fire Code added condition #3 with amendment to square footage threshold for fire sprinklers for buildings exceeding 3,599 sq. ft. consistent with other occupancies.
- Section 903.2.10.1 remains unchanged.
- Section 903.2.10.3 is a new amendment. This adds the fire sprinkler requirement to S-2 occupancies for structures that exceed 3,599 sq. ft. consistent with all other occupancies.
- Section 903.2.18.1 remains unchanged.
- Section 903.3.1.2 remains unchanged.
- Section 903.3.1.2.1 is deleted. This is a subsection of deleted section 903.3.1.2 from previous ordinance.
- Section 903.3.1.2.2 is deleted. This is a subsection of deleted section 903.3.1.2 from previous ordinance.
- Section 903.3.1.2.3 is deleted. This is a subsection of deleted section 903.3.1.2 from previous ordinance.
- Section 903.3.8.4 remains unchanged.
- Section 903.3.9 remains unchanged.
- Section 903.4.2 remains unchanged.
- Section 903.4.3 remains unchanged.
- Section 903.6 remains unchanged.
- Section 903.6.1 remains unchanged.
- Section 1028.5.1 remains unchanged.
- Section 1201.1 is a new amendment. This amendment adds reference to NFPA 855 in the scope.
- Section 1206.2 is deleted as requirements are now included in the Fire Code.
- Section 1206.3 is deleted as requirements are now included in the Fire Code.

## 2022 Fire Code summary of changes, Attachment # 2

- Section 3313.1 is a new amendment to require installation of the water supply prior to commencement of construction. This amendment is consistent with current practice.
- Section 3313.2 is deleted for compliance with section 3313.1 amended requirements.
- Section 3313.3 is deleted for compliance with section 3313.1 amended requirements.
- Section 3313.3.1 is deleted for compliance with section 3313.1 amended requirements.
- Section 3313.3.2 is deleted for compliance with section 3313.1 amended requirements.
- Section 3313.3.3 is deleted for compliance with section 3313.1 amended requirements.
- Section 3313.4 is deleted for compliance with section 3313.1 amended requirements.
- Section 3313.5 is deleted for compliance with section 3313.1 amended requirements.
- Section 5003.9.1.2 is an existing amendment with a revision. Suggested locations for cabinets removed.
- Chapter 80 updated previous referenced NFPA standard 855 to the 2023 edition and amends referenced NFPA 24 standard to the 2022 edition.
- Appendix B, Table B105.1 (1) remains unchanged.
- Appendix B, Section B105.2 is a revised amendment. Revised amendment removes exceptions #3 and #4 as requirements are now included in Fire Code.
- Appendix B, Table B105.2 remains unchanged.
- Appendix C, Table C102.1 remains unchanged.
- Section C104.2 remains unchanged.
- Section C104.3 remains unchanged.
- Section C106.1 remains unchanged.

### SECTION 2

- AMENDMENT – remains unchanged

#### Sec. 38 - 33

- Section remains unchanged.

#### Sec. 38 - 34

- Section remains unchanged.

### SECTION 3

- VALIDITY - remains unchanged.



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT

### MEMORANDUM

**DATE:** November 10, 2022

**TO:** Mayor and City Council Members  
Ashley J. Feeney, City Manager

**FROM:** Haley Reid, Management Analyst II

**SUBJECT:** History & Art Grant Program Application – *The Wall That Heals*

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#### **Summary and Recommendation**

The History & Arts Grant Program (Program) was created to assist those in the Citrus Heights community wishing to complete programs and activities highlighting historical preservation or arts promotion. As outlined in the program guidelines, grant requests in excess of \$5,000 require City Council approval. Paul Reyes with the American Legion Post 637 is requesting funds from the History & Arts Grant Program to bring the Vietnam Memorial wall to Citrus Heights for the community to view. Staff recommends the City Council approve grant funding for the completion of *The Wall That Heals* in the amount of \$10,000.

Staff recommends the City Council approve Resolution 2022-\_\_\_\_ a Resolution of the City of Citrus Heights approving the History and Arts Grant Program Application for *The Wall That Heals* Project.

#### **Fiscal Impact**

Approving the History & Arts Grant for “The Wall That Heals” will have no additional fiscal impact upon the city’s General Fund. The City Council approved \$20,000 for the Program as part of the FY 22/23 budget. The City Manager has approved one grant in the total amount of \$3,120 for the FY 22/23, as the application fell within the City Manager’s approval authority.

#### **Background and Analysis**

The History & Arts Grant Program was created in 2017 to provide funding for events, projects, or activities that will promote arts programs and preserve history within the Citrus Heights community.

Eligible applicants for the History & Arts Grant Program must be located in the City of Citrus Heights. Applicants should be one of the following; a part of a non-profit organization, Citrus Heights resident, businesses or business association partnering with another eligible entity, local artist, or public entity.

Eligible projects include, but are not limited to the following; historical documentaries, historical preservation needs, expansion of qualified projects, start-up artistic or historic endeavors, or school public art shows.

The goals for the Program application include:

1. Historical preservation
2. Historical awareness
3. Create or enhance a sense of place through the use of history

In 1996, the Vietnam Veterans Memorial Fund unveiled a travelling replica of the Vietnam Veterans Memorial, housed in Washington D.C. *The Wall That Heals* has been displayed in nearly 700 communities throughout the nation. The proposed project will bring this replica and the mobile education center to Citrus Heights for one week in March 2023. The replica is 375 feet in length and stands 7.5 feet. The mobile education center is a 53-foot trailer that carries *The Wall That Heals*, and doubles as an education center, displaying a timeline and information on the Vietnam Veterans Memorial in Washington, D.C.

*The Wall that Heals* project meets program goals of enhancing the Citrus Heights community's historical awareness and creating a sense of place through the use of history.

Additional information on [The Wall That Heals](#) is available on their website.

### **Attachments**

1. Resolution No. 2022-\_\_\_\_ Approving the History & Arts Grant Program Application for the production of *The Wall That Heals*
2. History & Arts Grant Program Application

**RESOLUTION NO. 2022-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS,  
CALIFORNIA, APPROVING THE HISTORY & ARTS GRANT PROGRAM APPLICATION  
FOR *THE WALL THAT HEALS* PROJECT**

**WHEREAS**, the City Council of the City of Citrus Heights created the History & Arts Grant Program in October 2017;

**WHEREAS**, for the fiscal year 2022/2023 the History & Arts Grant Program has a total budget of \$20,000 which is to be awarded on a first come first serve competitive basis; and

**WHEREAS**, the purpose of the History & Arts Grant Program is to promote historical preservation and arts programs within the Citrus Heights community; and

**WHEREAS**, the city has received a grant application in the amount of \$10,000 to host The Wall That Heals, a travelling replica of the Vietnam Veterans Memorial and mobile education center for one week in March 2023.

**NOW THEREFORE BE IT RESOLVED AND ORDERED** that the City of Citrus Heights does hereby approve the grant in the amount of \$10,000 from the History & Arts Grant Program to the American Legion Post 637 to host *The Wall That Heals*.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights, California, this 10<sup>th</sup> day of November 2022 by the following vote, to wit:

**AYES:**           **Council Members:**  
**NOES:**          **Council Members:**  
**ABSTAIN:**      **Council Members:**  
**ABSENT:**       **Council Members:**

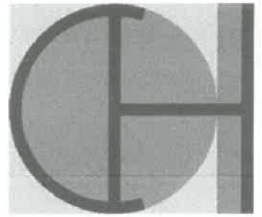
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**Porsche Middleton, Mayor**

**ATTEST:**

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**Amy Van, City Clerk**



## CITRUS HEIGHTS HISTORY & ARTS GRANT PROGRAM

### APPLICATION

Project Name: THE WALL THAT HEALS

Applicant Name & Contact Information:

PAUL RYMER - AMERICAN LEGION POST 637  
916 871 2184

Project Description:

WILL BE BRINGING THE VIETNAM MEMORIAL  
TRAVELING WALL TO CITRUS HEIGHTS FOR  
1 WEEK NEXT MARCH.

Requested Grant Amount: \$ 10,000.00

## Grant Evaluation Criteria

### 1. Program Goal. Does it meet one or more of the following project goals?

- Historical Preservation
- Historical Awareness
- Promotion of the arts
- Beautification of the City
- Create or enhance a sense of place through the use of history and/or arts
- Engagement of existing arts and/or history groups operating within the City
- Partnerships with existing Citrus Heights stakeholders: non-profits, residents, service clubs, etc.

Outline your program goals:

TO HAVE "THE WALL" HERE FOR VIEWING BY ENTIRE COMMUNITY ESPECIALLY THOSE VETERANS WHO WERE INVOLVED IN THIS CONFLICT

### 2. Projected Outcome. What is the expected project outcome?

CLOSURE FOR MANY OF THE VETERANS THAT WILL COME TO VIEW THE STRUCTURE

### 3. Leveraging Investment. Are the funds adequately leveraged? What percentage of the total budget is the City being requested to fund?

List other funding sources and City percentage:

CITY IS BEING ASKED TO APPROVE APPROXIMATELY 50% OF BUDGET NEEDED

### 4. Cost Documentation. Provide a detailed budget of the estimated project cost using the form below. (Please attach additional sheet if needed)

ITEM	ESTIMATED COST	FUNDING SOURCE
THE WALL	11,000.00	
VOLUNTEER GEAR	600.00	
PARK USAGE	1,000.00	
SECURITY	1,500.00	
LIGHTING	1,500.00	
<b>TOTAL</b>	<b>\$</b>	

POOR POSTERS  
INCIDENTALS

1,000.00  
2,000.00

City of Citrus Heights History & Arts Grant Program  
Application Last Updated: August 2021

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5. **Sustainability.** If the project is of an ongoing nature, can the proposed activity continue without financial assistance from the City in the long-term?

Y/N (please circle one):

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6. **Public Benefit.** How does the project provide a public benefit?

IT REMINDS ALL NOT TO FORGET THOSE HANDS  
THAT GAVE THEIR LIVES WHILE SERVING  
THEIR COUNTRY