

**CITY OF CITRUS HEIGHTS
CITY COUNCIL
MINUTES
Special/ Regular Meeting of Thursday, October 27, 2022
City Hall Council Chambers and Virtually
6360 Fountain Square Drive
Citrus Heights, CA 95621**

CALL SPECIAL MEETING TO ORDER

1. Roll Call: Council Members: Bruins, Daniels, Miller, Schaefer, Middleton

PUBLIC COMMENT

CLOSED SESSION

2. CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to Government Code Section 54957.6
Agency designated representatives: Ashley Feeney, City Manager and Ryan Jones, City Attorney
Employee organizations: Unrepresented Employees

REPORT OUT OF CLOSED SESSION

There was no reportable action from closed session.

ADJOURNMENT

Mayor Middleton adjourned the special meeting at 5:48 p.m.

CALL REGULAR MEETING TO ORDER

The regular council meeting was called to order at 6:00 p.m. by Mayor Middleton.

1. The Flag Salute was led by Council Member Daniels.
2. Roll Call: Council Members present: Bruins, Daniels, Miller, Schaefer, Middleton
Council Members absent: None
Staff present: Anderson, Blomquist, Cave, Feeney, Huber, Jones, Kempenaar, Piva, Reid, Talwar, Turcotte, Van, and Young.
3. The video statement was read by City Clerk Van.

APPROVAL OF AGENDA

ACTION: On a motion by Mayor Middleton, seconded by Vice Mayor Schaefer, the City Council approved the agenda and moved presentation item 4 to follow Comments by Council Members and Regional Board Updates.

AYES: Bruins, Daniels, Miller, Schaefer, Middleton
NOES: None
ABSENT: None

PUBLIC COMMENT

None.

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

Council Member Bruins recently attended the Neighborhood Association meeting for areas seven, eight, and nine. She shared information for upcoming events going on in her neighborhood. She also attended the recent State of the City Address and 25th Anniversary Capitol Pops concert. Lastly, Council Member Bruins shared information from the Citrus Heights Police Department Trunk-or-Treat event.

Council Member Daniels shared information for the upcoming trunk-or-treat at Heights Church. Additionally, he urged residents to be mindful when they are driving through neighborhoods during Halloween.

Council Member Miller provided an update from the Sacramento Regional Transit board meeting. He recently attended the Citrus Heights Police Department bridge event, State of the City Address, and the 25th Anniversary Capitol Pops concert.

Vice Mayor Schaefer provided an update from the Sacramento Public Library Authority board meeting. He also recently attended the State of the City Address, 25th Anniversary Capitol Pops concert, and CHPD trunk-or-treat event.

Mayor Middleton shared some highlights from the recent State of the City Address. Additionally, Mayor Middleton shared that the Sacramento Area Council of Governments recently informed her that the City is two steps away from receiving a Green Means Go grant in the amount of \$160,000 for the Sunrise Tomorrow Project.

PRESENTATION

4. Presentation of Proclamation Honoring October as National Manufacturing Month

Vice Mayor Schaefer read a proclamation honoring October as National Manufacturing month. Kevin McGrew from Siemens Mobility Inc. accepted the proclamation on behalf of the Sacramento Valley Manufacturing Alliance.

CONSENT CALENDAR

5. **SUBJECT:** Approval of Minutes
RECOMMENDATION: Approve the Minutes of the Regular Meeting of October 13, 2022

6. **SUBJECT:** Mariposa Avenue Safe Routes to School Phase 4 – ATPSBIL – 5475(043) Final Acceptance and Notice of Completion – City PN 20-18-001
STAFF: R. Cave/ L. Blomquist
RECOMMENDATION: Adopt Resolution No. 2022-104 A Resolution of the City Council of the City of Citrus Heights, California, Accepting the Mariposa Avenue Safe Routes to School Phase 4 Project as Complete and Authorizing the City Engineer to Record a Notice of Completion and Release the Contract Retention

7. **SUBJECT:** Amendment to Chapter 98, Utilities, of the Citrus Heights Municipal Code
STAFF: R. Cave/ L. Blomquist/ H. Young
RECOMMENDATION: Approve Ordinance No. 2022-009, and Ordinance of the City Council of the City of Citrus Heights, Amending Chapter 98 (Utilities) of the Citrus Heights Municipal Code

8. **SUBJECT:** Stock Ranch Commercial Center Reimbursement Agreement – Approval of Amendment No. 2 and Authorizing the Release of an Adjusted Reimbursement
STAFF: R. Cave
RECOMMENDATION: Adopt Resolution No. 2022-105 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute Amendment No. 2 to the Stock Ranch Reimbursement Agreement, and Authorizing the Release of an Adjusted Reimbursement of \$154,565.44 to California C&S Properties

ACTION: On a motion by Council Member Daniels, seconded by Council Member Miller, the City Council adopted Consent Calendar Items 5, 6, 7, and 8.

AYES: Bruins, Daniels, Miller, Schaefer, Middleton
 NOES: None
 ABSENT: None

PUBLIC HEARING

9. **SUBJECT:** Proposed Sunrise MarketPlace Zoning Overlay
STAFF: C. Kempenaar/ A. Bermudez
RECOMMENDATION: Introduce for First Reading, Read by Title Only and Waive the Full Reading of Ordinance No. 2022-011, an Ordinance of the City Council of the City of Citrus Heights Adding Section 106.28.050 of Chapter 106 of the City of Citrus Heights Municipal Code (Zoning Code Section) and Amending the Zoning Map to Include the Sunrise MarketPlace Overlay Zone

Community Development Director Kempenaar and Senior Planner Bermudez presented the item to Council. Bermudez discussed the proposed ordinance amendment, which would incorporate the “Sunrise MarketPlace Overlay Zone” and a section that further refines the allowed land uses within the overlay area. Additionally, the amended zoning map would add the overlay boundary line. The proposed overlay zone modifies the provisions of base zoning but it does not change the zoning designation of the property.

Currently there are three different zoning designations within the proposed boundary. Certain zoning designations will see no change to prohibited uses, while others will have five use categories prohibited. Bermudez stated that all existing uses permitted or conditionally permitted in the underlying applicable commercial zone remain, except service stations, vehicle services, towing, car washes, storage, and specialized transportation.

Kempenaar discussed the proposal and the need for the overlay zone. He stated the city desires to preserve limited available real estate for uses that support neighborhood vibrancy and are consistent with community desires. By incorporating these permitted uses, the City can eliminate other uses along the corridor that pose as a challenge. City staff have conducted extensive outreach to educate the community on what the proposed overlay would consist of. At the most recent Planning Commission meeting, Kempenaar stated there was an overwhelming support for the overlay zone. Kempenaar stated that the project was exempt from CEQA because it showed no possibility for causing a significant effect on the environment and minor alterations in land use limitations.

Mayor Middleton opened the public hearing at 6:37 p.m.

Kathy Morris addressed the Council and stated her support for the overlay zone. She stated she did extensive neighborhood outreach and most of those she heard from were supportive as well. She stated the desire for more dining and entertainment options.

Trevor Knight addressed the Council. He owns the Water Fly carwash business and wanted to address the concerns regarding regulating carwashes. He stated the business uses less water and produces little pollutants and they strive to be active in their community.

Phil Jarrett addressed the Council regarding the overlay. He currently owns the China Buffet location and stated the overlay will hinder his abilities to lease his property. He understands that the City wants more dining and entertainment but believes that will be located further down Sunrise Blvd. He urged the Council to allow membership-based carwashes in the overlay zone.

Albert Fox addressed the Council stating his support for the overlay zone. He stated he was on the Planning Commission for eight years and has a deep understanding of what is going on in the development of the City. He believes the City conducted extensive community outreach regarding the project. Additionally, he believed the overlay will help the City become a destination for residents in Sacramento County.

Jody Ash addressed the Council on behalf of the Birdcage Heights neighborhood. She stated the consensus of the group is they believe a carwash would not benefit the community. Those she spoke with were concerned about increased traffic and pollution.

Susan Baker with El Tapatio restaurant addressed Council. She stated her support of the Sunrise MarketPlace Overlay Zone. She knows that dining along Sunrise Blvd. can become a destination place, just as El Tapatio has done.

Zachary Stagner addressed the Council regarding the overlay. He stated he lives near the proposed overlay zone and he would like to see the area look like the Galleria in Roseville.

Council comments and discussion followed.

Council Member Daniels requested that if this item is passed, City staff work with the property owner of China Buffett to find a use for his building.

Council Member Miller expressed support for Council Member Daniels' request.

ACTION: On a motion by Council Member Bruins, seconded by Council Member Miller, the City Council Introduced for First Reading, Read by Title Only and Waive the Full Reading of Ordinance No. 2022-011, an Ordinance of the City Council of the City of Citrus Heights Adding Section 106.28.050 of Chapter 106 of the City of Citrus Heights Municipal Code (Zoning Code Section) and Amending the Zoning Map to Include the Sunrise MarketPlace Overlay Zone.

AYES: Bruins, Daniels, Miller, Schaefer, Middleton
 NOES: None
 ABSENT: None

10. **SUBJECT:** Second Reading – Ordinance Amending Various Sections of Chapter 18 of the Citrus Heights Municipal Code relating to Buildings and Building Regulations
STAFF: C. Kempenaar/ G. Anderson
RECOMMENDATION: Approve Ordinance No. 2022-010, an Ordinance amending Chapter 18 of the Citrus Heights Municipal Code Relating to Buildings and Building Regulations and Adopting by Reference the 2022: California Administrative Code, California Building Code, California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards Code, California Energy Code and California Existing Building Code

Chief Building Official Anderson presented the item to Council. Anderson stated the proposed amendments to the building code were shared at the October 13 City Council meeting. This item is to adopt those ordinance changes.

Mayor Middleton opened the public hearing at 7:10 p.m., hearing no public comment, she closed the public hearing.

ACTION: On a motion by Vice Mayor Schaefer, seconded by Council Member Daniels, the City Council Approved Ordinance No. 2022-010, an Ordinance amending Chapter 18 of the Citrus Heights Municipal Code Relating to Buildings and Building Regulations and Adopting by Reference the 2022: California Administrative Code, California Building Code, California Residential Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Green Building Standards Code, California Energy Code and California Existing Building Code.

AYES: Bruins, Daniels, Miller, Schaefer, Middleton
 NOES: None
 ABSENT: None

11. **SUBJECT:** Review Final 2023 Action Plan and Funding Recommendations for the Community Development Block Grant Program

STAFF: C. Kempenaar/ N. Piva

RECOMMENDATION: Adopt Resolution No. 2022-106 A Resolution of the City Council of the City of Citrus Heights, California, Approving the Community Development Block Grant 2023 Action Plan and Authorizing the City Manager or Designee to Execute and File all Documents Required to Receive U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Funding

Housing and Human Services Program Coordinator Piva presented the item. At the October 13 City Council meeting, Piva presented the 2023 Action Plan for the Community Development Block Grant Program. This presentation included proposed funding allocations for various non-profits who operate within the City. Citrus Heights received approximately \$600,000 in program funding from HUD, which are then dispersed for a variety of services to residents.

Organizations	2023 CDBG Funding Requests	QOL Funding Recommendations
Campus Life Connection Youth After-School Program	\$15,000	\$10,917
Meals on Wheels Senior Meal Program	\$16,000	\$11,655
Sacramento Self-Help Housing Homeless Navigator & Supplemental Fund	\$16,000	\$16,000
Sacramento Self-Help Renters Helpline	\$25,489	\$22,524
Sunrise Christian Food Ministry Emergency Food Closet	\$39,720	\$28,904
Total	\$112,209	\$90,000

Mayor Middleton opened the public hearing at 7:16 p.m., hearing no public comment, she closed the public hearing.

ACTION: On a motion by Council Member Bruins, seconded by Vice Mayor Schaefer, the City Council Adopted Resolution No. 2022-106 A Resolution of the City Council of the City of Citrus Heights, California, Approving the Community Development Block Grant 2023 Action Plan and Authorizing the City Manager or Designee to Execute and File all Documents Required to Receive U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Funding.

AYES: Bruins, Daniels, Miller, Schaefer, Middleton
 NOES: None
 ABSENT: None

- SUBJECT:** Establishment of the Auburn Boulevard Underground Utility District
STAFF: R. Cave/ L. Blomquist/ H. Young
RECOMMENDATION: Adopt Resolution No. 2022-107 A Resolution of the City Council of the City of Citrus Heights, California, Establishing an Underground Utility District on Auburn Boulevard Between Sylvan Corners and the Northern City Limits

Principal Civil Engineer Young presented the item to Council. Young stated that in the first phase of construction along the Auburn Blvd. corridor utility lines were placed underground. Following Council approval, this item would continue to underground utilities along the Auburn Blvd. corridor.

Mayor Middleton opened the public hearing at 7:22 p.m., hearing no public comment, she closed the public hearing.

ACTION: On a motion by Council Member Bruins, seconded by Vice Mayor Schaefer, the City Council Adopted Resolution No. 2022-107 A Resolution of the City Council of the City of Citrus Heights, California, Establishing an Underground Utility District on Auburn Boulevard Between Sylvan Corners and the Northern City Limits.

AYES: Bruins, Daniels, Miller, Schaefer, Middleton
 NOES: None
 ABSENT: None

13. **SUBJECT:** Proposed Shopping Cart Ordinance
STAFF: C. Kempenaar/ R. Cave/ A. Turcotte/ A. Bermudez
RECOMMENDATION: Introduce for First Reading, Read by Title Only and Waive the Full Reading of 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

City Manager Feeney opened the item stating that the proposed ordinance was a part of the Focus Area Work Plan adopted by Council in May. Senior Planner Bermudez shared that on average the City retrieved around 1,500 shopping carts a year from the public right-of-way. General Services Director Cave stated that this does not reflect any shopping carts that are picked up with personal items in them.

Bermudez stated that the proposed ordinance would take four different approaches, which include prevention, accountability, shared impact, and minimize impact on businesses. Outlined in the ordinance, businesses with shopping carts will be responsible for permanently affixing a sign to the cart to identify the cart owner, post signs to public regarding unauthorized removal, retrieve impounded carts within 72 hours, and submit a shopping cart retrieval plan to the City. Any businesses with fewer than five carts are exempt from submitting a shopping cart retrieval plan. Those possessing six or more carts will need to submit a plan detailing the number of carts, loss prevention measures, employee training, and retrieval methods. The proposed cart impound process includes penalties for repeat impoundments and late fees for carts picked up from the City after four days.

City staff have conducted extensive public outreach, which included a letter to 42 businesses, presentations to the Sunrise MarketPlace and Chamber Board, and various neighborhood association meetings. The proposed ordinance was generally supported with no opposition. Feedback received included some concern with fines, other businesses were supportive, and others stated concerns with the cost impacts to businesses. The proposed ordinance would take effect December 11, 2022 and allow businesses to submit the shopping cart plan until February 28, 2023.

Mayor Middleton opened the public hearing at 7:45 p.m.

David Warren addressed the Council. He stated he believes that the real problem is that people need something to put their personal property in and if we cannot solve the homeless issue than passing this ordinance would not be able to solve the issue of abandoned shopping carts.

Council comments and feedback followed.

Council Member Bruins suggested increasing the number of repeat impoundments from five to ten times a month before requiring businesses to install wheel-locking devices.

Council Member Daniels suggested removing the section for repeat impoundments and evaluate the ordinance after six months to determine if the City should revisit the section on repeat impoundments. Additionally he stated any carts not retrieved within 14 days should be disposed of.

Vice Mayor Schaefer stated the ordinance as presented could encourage business and community members to be mindful of their shopping carts and take the precaution to ensure they are not removed from the business premises.

ACTION: On a motion by Council Member Bruins, seconded by Vice Mayor Schaefer, the City Council Introduced for First Reading, Read by Title Only and Waive the Full Reading of 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 with the edits that carts will be disposed if they are not retrieved within ten business days and allow ten repeat impoundments within a 30 day period.

AYES:	Bruins, Daniels, Miller, Schaefer, Middleton
NOES:	None
ABSENT:	None

REGULAR CALENDAR

14. **SUBJECT:** Professional Services Agreement for Investment Management/ Advisory Services by Chandler Asset Management, Inc.
STAFF: S. Talwar/ T. Nossardi
RECOMMENDATION: Adopt Resolution No. 2022-108 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute a Contract with Chandler Asset Management, Inc. for Investment Management and Advisory Services

Administrative Services Director Talwar presented the item to Council. Talwar stated it is common to have a professional investment management for public funds. With the rise in interest rates, there are opportunities for a higher return on investments beyond what we have seen with participation in the Local Agency Investment Fund. A Request for Proposals was issued in spring 2022 and City staff interviewed the top three proposals.

Neil Murphy with Chandler Asset Management introduced his firm. He stated they work with various public agencies across the state to manage investment funds. Currently they manage funds for 66 cities across the state.

Council comments and discussion followed.

ACTION: On a motion by Council Member Bruins, seconded by Vice Mayor Schaefer, the City Council Adopted Resolution No. 2022-108 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute a Contract with Chandler Asset Management, Inc. for Investment Management and Advisory Services.

AYES: Bruins, Daniels, Miller, Schaefer, Middleton
 NOES: None
 ABSENT: None

15. **SUBJECT:** Financial Update
STAFF: S. Talwar/ T. Nossardi
RECOMMENDATION: Review information presented on the preliminary General Fund operating results for Fiscal Year 2021-22, the General Fund reserves and expenditures for the first quarter of Fiscal Year 2022-23, and the updated Ten-Year Financial Forecast

Administrative Services Director Talwar presented the item to Council. This presentation will review the Fiscal Year 2021/2022 General Fund preliminary results, Fiscal Year 2022/2023 General Fund 1st Quarter, and the Ten-Year Financial Forecast. Talwar stated the sales tax revenue received came in at \$14.4 million, with building and permits coming in at \$2.4 million, Community Center revenue of \$200,000, and other revenue generated was \$1.4 million. She continued with the total expenditures and the City experienced a significant labor savings for the Police Department of \$2.4 million, largely due to the offset of American Rescue Plan Act funding. Total expenditures came in at \$33.8 million.

Additionally, Talwar provided an update on the ARPA approved funds. Following the current approved allocations of APRA funding, the City has over \$8 million remaining. She stated that the general fund ten-year financial forecast shows \$4 million annually for street repairs, when the actual need is around \$12 million annually.

Council comments and discussion followed.

16. **SUBJECT:** Requests to Utilize American Rescue Plan Act Funds to Upgrade Major, Critical Information Technology Projects and Execute a Contract with Tyler Technologies
STAFF: S. Talwar/ T. Nossardi/ B. Koski
RECOMMENDATION: The following is recommended;
- a. Adopt Resolution No. 2022-109 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Utilize the American Rescue Plan Act Funds for Information Technology Hardware and Software Critical Projects
 - b. Adopt Resolution No. 2022-110 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute a Contract with Tyler Technologies for an Enterprise Resource Planning System

Administrative Services Director Talwar presented the item to Council. She stated the item before them tonight was identified by Council as a strategic planning goal. The current financial enterprise resource planning software will become obsolete in 2024. The COVID-19 pandemic brought to light the need for technology updates to communicate effectively and support existing systems. Following extensive staff meetings to identify technology needs, it has become apparent that hardware is outdated and does not allow for interdepartmental operations. AB 2234 mandates online permitting systems and expedited approval of housing projects including planning, building, and civil permits by 2024. Tyler Munis was the selected technology, which would place departments on one system.

Chris Taroach with Tyler Technologies highlighted some of the system streamlining his company offers. He stated Tyler Technologies allows data to flow more efficiently and effectively to help reduce paper and the need for in-person interactions. He shared that Tyler Technologies is currently operating in numerous cities across California.

Council comments and discussion followed.

ACTION: On a motion by Council Member Miller, seconded by Council Member Daniels, the City Council Adopted Resolution No. 2022-109 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Utilize the American Rescue Plan Act Funds for Information Technology Hardware and Software Critical Projects.

AYES:	Bruins, Daniels, Miller, Schaefer, Middleton
NOES:	None
ABSENT:	None

ACTION: On a motion by Council Member Miller, seconded by Council Member Daniels, the City Council Adopted Resolution No. 2022-110 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute a Contract with Tyler Technologies for an Enterprise Resource Planning System.

AYES:	Bruins, Daniels, Miller, Schaefer, Middleton
NOES:	None
ABSENT:	None

CITY MANAGER ITEMS

City Manager Feeney shared information for the upcoming Arcade-Cripple Creek Trail ground breaking event on November 1 at 9:00 a.m. He shared that the Sunrise Tomorrow Infrastructure Support project has been recommended to receive \$160,000 in grant funding from SACOG's Green Means Go project.

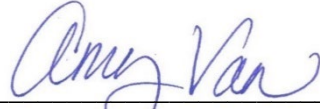
ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS

Council Member Miller asked for support to direct staff to research a Economic Development grant and/or loan program for distressed properties located within the Sunrise MarketPlace overlay zone. Council Member Daniels and Mayor Middleton supported the request.

ADJOURNMENT

Mayor Middleton adjourned the regular meeting at 9:02 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Amy Van". The signature is written in a cursive style and is positioned above a horizontal line.

Amy Van, City Clerk