

**CITY OF CITRUS HEIGHTS
CITY COUNCIL
MINUTES
Special/Regular Meeting of Thursday, June 11, 2020
Virtually from the City Hall Council Chambers
6360 Fountain Square Drive, Citrus Heights, CA**

CALL REGULAR MEETING TO ORDER

The regular meeting was called to order at 7:00 p.m. by Mayor Slowey.

1. The Flag Salute was led by Mayor Slowey.
2. Roll Call: Council Members present: Bruins, Daniels, Middleton, Miller, Slowey
Council Members absent: None
Staff present: Boyd, Jones, Lawrence, Myers, Rivera, Van and department directors.
3. The video statement was read by City Clerk Van.

APPROVAL OF AGENDA

Mayor Slowey requested to have the Chief of Police's Department Report before Comments from Council Members.

ACTION: On a motion by Council Member Bruins, seconded by Council Member Middleton, the City Council approved the agenda as amended.

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

DEPARTMENT REPORTS

Chief of Police Lawrence stated the tragic incident that happened on May 25, the murder of Mr. Floyd, was sickening to all of us. The Citrus Heights Police Department stands with the community in just as much shock and sadness as all of you. This has sparked a lot of civil unrest throughout our nation, there has been a lot of peaceful and lawful protests and demonstrations, which have been fantastic. The Police Department stands ready to guard their right to do just that in a safe manner. In the Sacramento region most of the unrest and demonstrations have been in the downtown Sacramento area, unfortunately some of those have led to some unlawful protests and some demonstrations that led to property damage and even injuries. In Citrus Heights we have had a few small protests, they have largely been at the corner of Sunrise and Greenback. I am proud to say they have been very lawful and peaceful and they are protesting as one should in a very lawful manner. In Citrus Heights there have been some crimes of opportunity that are not related to any of the protests. We had several incidents of looting, people breaking into businesses, and burglarizing. The Police Department made 11 arrests for looting in Citrus Heights. We estimate the loss and damage of those incidents to be upward of around \$20,000. On social media there is a tremendous amount of misinformation designed to cause fear, panic, and a lot of confusion. He encouraged the public to find a reliable source to gather information. Last year in California, Senate Bills 392 and 230 were signed by the Governor designed to reform police use of force in California. Those laws take place January 1, but most agencies are already implementing the changes that are coming.

Those two bills made California policing the most comprehensive and the most restrictive police use of force policies in the nation. Citrus Heights officers receive training on use of force throughout the year. We are constantly reviewing our policies and are routinely training our officers on use of force.

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

Council Member Bruins attended the Citrus Heights Chamber of Commerce virtual luncheon.

Council Member Daniels did not have any reports.

Council Member Middleton did not have any reports.

Vice Mayor Miller provided a report from the Regional Transit Board meeting. He also provided a report from the Sacramento Transportation Authority Board meeting.

Mayor Slowey reported he spoke at the Citrus Heights Chamber of Commerce during their virtual luncheon.

PUBLIC COMMENT

None

CONSENT CALENDAR

4. **SUBJECT**: Approval of Minutes
RECOMMENDATION: Approve the Minutes of the Special/Regular Meeting of May 28, 2020
5. **SUBJECT**: November 3, 2020 General Municipal Election
STAFF REPORT: A. Van
RECOMMENDATION: Adopt Resolution No. 2020-048, A Resolution of the City Council of the City of Citrus Heights, California, Calling a General Municipal Election and Requesting the Board of Supervisors of Sacramento County to Consolidate the General Municipal Election with the Statewide General Election to be Held on November 3, 2020, Pursuant to Section 10403 of the Elections Code
6. **SUBJECT**: Second Reading – Zoning Code Update – Accessory Dwelling Units
STAFF REPORT: C. McDuffee / C. Kempenaar / A. Bermudez
RECOMMENDATION: Adopt Ordinance No. 2020-003, An Ordinance of the City Council of the City of Citrus Heights, Amending Section 106.42.015 (Accessory Dwelling Units) and Section 106.80 (Definitions) of the Zoning Code in Regard to Accessory Dwelling Units
7. **SUBJECT**: Second Reading – Zoning Code Updates
STAFF REPORT: C. McDuffee / C. Kempenaar / A. Bermudez
RECOMMENDATION: Adopt Ordinance No. 2020-004, An Ordinance of the City Council of the City of Citrus Heights to Amend Certain Sections of the Zoning Code in Regard to Commercial Recreation-Indoors, Definitions, and Other Minor Changes

8. **SUBJECT:** Designation of City Representatives for FEMA and Cal OES
STAFF REPORT: R. Rivera
RECOMMENDATION: Adopt Resolution No. 2020-049, A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the Designation of the Assistant City Manager, Community Development Director, and Chief of Police, as the City's Representatives for FEMA and Cal OES
9. **SUBJECT:** FY 2020 Coronavirus Emergency Supplemental Funding
STAFF REPORT: R. Lawrence
RECOMMENDATION: Adopt Resolution No. 2020-050, A Resolution of the City Council of the City of Citrus Heights, California, Accepting 2020 Coronavirus Emergency Supplemental Funding (CESF) in Accordance with Federal and State Requirements
10. **SUBJECT:** Resolution Adopting an Amendment to October 1, 2017 – September 30, 2020 Memorandum of Understanding Between Citrus Heights Police Officers Association and City of Citrus Heights
STAFF REPORT: R. Rivera / M. Alejandrez / S. Neilson
RECOMMENDATION: Adopt Resolution No. 2020-051, A Resolution of the City Council of the City of Citrus Heights, California, Adopting an Amendment to October 1, 2017 – September 30, 2020 Memorandum of Understanding Between Citrus Heights Police Officers Association and City of Citrus Heights
11. **SUBJECT:** Resolution of Intention to Record Delinquent Solid Waste Service Charges on Tax Roll
STAFF REPORT: M. Poole
RECOMMENDATION: Adopt Resolution No. 2020-052, A Resolution of Intention of the City Council of the City of Citrus Heights to Record Delinquent Solid Waste Service Charges to the Property Tax Roll

ACTION: On a motion by Council Member Bruins, seconded by Vice Mayor Miller, the City Council adopted Consent Calendar Items 4, 5, 6, 7, 8, 9, 10 and 11.

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

REGULAR CALENDAR

12. **SUBJECT:** Fiscal Years 2019-20 and 2020-21 Mid-Cycle Budget Review
STAFF REPORT: R. Rivera
RECOMMENDATION: The Following is Recommended:
- a) Receive and file the report on the status of the Fiscal Years 2019-20 and 2020-21 budgets
 - b) Adopt Resolution No. 2020-053, A Resolution of the City Council of the City of Citrus Heights, California, Approving Amendments to the Fiscal Year 2020-21 Budget

Assistant City Manager Rivera presented a recap of the adopted budget for fiscal year 2019-20. Before COVID-19, the General Fund was predicted to have revenue of about \$31.6 million, projected expenditures of about \$33 million and an adopted operating shortfall of \$1.4 million. We've known since incorporation that there would be a period when expenditures would be higher than revenues and this is primarily due to the property tax agreement required by the County to allow the City to incorporate and initiate local control in Citrus Heights. In November 2018, the City established a line of credit as a strategic financing tool to sustain us during the expected cross over period. The Fiscal Year 2019-20 budget utilized \$1.3 million from the line of credit and about \$71,000 of General Fund Reserves to address the anticipated shortfall. As a result of the COVID-19 pandemic, anticipated sales tax revenue will be down almost a million dollars below what we had projected for this fiscal year. The City was able to recover about \$300,000 from unanticipated one-time refunds and reimbursements including restitution for damage to public property and prior year risk management premiums. Staff reduced expenses for fiscal year 2019-20 by \$1 million. The previously adopted Fiscal Year 2020-21 budget predicted estimated revenue at \$31.9 million, projected expenditures were at \$33.6 million and an anticipated operating shortfall of \$1.7 million. Again this budget was adopted prior to COVID-19 and Council previously approved the utilization of \$1.2 million from the existing line of credit and about \$525,000 of General Fund Reserves to balance the budget. As we look to adjust the Fiscal Year 2020-21 budget to reflect COVID-19 impacts sales tax is predicted to be down \$1.4 million. Some of this will be mitigated with motor vehicle license fee revenue of about \$200,000. We also have had an increase in expenditures because of risk management premiums increasing throughout our state. Staff had initially anticipated a shortfall of about \$1.7 million for fiscal year 2020-21 but after COVID-19 impacts we are now projecting a deficit of almost \$3.4 million. Despite this newly calculated deficit staff is not proposing an increase to the draw on the City's line of credit. After the previously approved draw from our line of credit of \$1.2 million we now have a projected shortfall of about \$2.2 million for the next fiscal year. To address this shortfall City staff will continue with the immediate actions we have already taken to mitigate COVID-19's impacts on our city. These include continuing to monitor the COVID-19 situation so we adapt our budget forecasting and make plans for our road to recovery, maintain our expenditure reductions by holding personnel vacancies, and continuing to prioritize and defer capital costs. She introduced consultant Bill Zenoni to present a snapshot of the City's long range financial forecast.

Bill Zenoni with Municipal Resource Group stated based on historical trends, current information and key assumptions about the future, we have projected that the City's General Fund will experience an operating shortfall during eight years of the ten year forecast period. The property tax revenue that the City will begin receiving in fiscal year 2022-23 will not be sufficient to fully resolve the situation. Because of the anticipated revenue shortfall we have assumed that the City will draw down reserves significantly below the minimum prudent level each year and that the City's General Fund cash will be depleted and will be negative during three of our ten year forecast period, which will require some type of outside funding or other corrective action.

ACTION: On a motion by Council Member Bruins, seconded by Council Member Middleton, the City Council adopted Resolution No. 2020-053, A Resolution of the City Council of the City of Citrus Heights, California, Approving Amendments to the Fiscal Year 2020-21 Budget.

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

13. **SUBJECT:** Great Plates Delivered Restaurant Contract Amendments**STAFF REPORT:** K. Cooley / C. Myers**RECOMMENDATION:** The Following is Recommended:

- a) Adopt Resolution No. 2020-054, A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with Beach Hut Deli for the Great Plates Delivered Program
- b) Adopt Resolution No. 2020-055, A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with Boston's Pizza for the Great Plates Delivered Program
- c) Adopt Resolution No. 2020-056, A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with Ciro's Pizza for the Great Plates Delivered Program
- d) Adopt Resolution No. 2020-057, A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with Dos Coyotes Border Café for the Great Plates Delivered Program
- e) Adopt Resolution No. 2020-058, A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with Nor Cal Subs for the Great Plates Delivered Program
- f) Adopt Resolution No. 2020-059, A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with R Vida Cantina for the Great Plates Delivered Program

Facilities and Grounds Manager Myers reported that the Great Places Delivered program is funded 75% by FEMA, 18.75% by Cal OES and a 6.25% City match. The City's match will likely be between \$37,000 and \$112,000. In Citrus Heights, 377 applications have been received, 171 seniors are currently enrolled per week and we are averaging almost 3,600 delivered meals a week. Staff is recommending the City Council adopt resolutions to extend the contracts with local restaurants. The Great Plates Delivered Program was extended through FEMA and Cal OES through July 10.

ACTION: On a motion by Council Member Bruins, seconded by Council Member Middleton, the City Council adopted Resolution No. 2020-054, A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with Beach Hut Deli for the Great Plates Delivered Program.

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

ACTION: On a motion by Council Members Bruins, seconded by Vice Mayor Miller, the City Council adopted Resolution No. 2020-055, A Resolution of the City Council of the City of Citrus

Heights, California, Authorizing the City Manager to Execute an Agreement with Boston's Pizza for the Great Plates Delivered Program.

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

DEPARTMENT REPORTS

None

CITY MANAGER ITEMS

City Manager Boyd reported on June 12 Sacramento County will be moving forward into stage three of California's Resilience Roadmap. The City's website and social media channels will be sharing the most recent health order. He announced a virtual community workshop will be held for the Sunrise Mall Specific Plan on June 30.

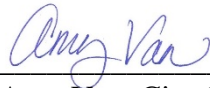
ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS

None

ADJOURNMENT

Mayor Slowey adjourned the regular meeting at 7:58 p.m.

Respectfully submitted,



Amy Van, City Clerk