

AGENDA

September 28, 2023

CITY OF CITRUS HEIGHTS CITY COUNCIL

5:30 PM SPECIAL MEETING

6:00 PM REGULAR MEETING

City Hall Council Chambers

6360 Fountain Square Drive, Citrus Heights, CA

HOW TO PARTICIPATE:

The City of Citrus Heights welcomes your interest and involvement in the City's legislative process. The Council may take up any agenda item at any time, regardless of the order listed. If you wish to address the Council during the meeting, please fill out a Speaker Identification Sheet and give it to the City Clerk. When you are called upon to speak, step forward to the podium and state your name for the record. Normally speakers are limited to five minutes each with 30 minutes being allowed for all comments. Any public comments beyond the initial 30 minutes may be heard at the conclusion of the agenda. The Mayor has the discretion to lengthen or shorten the allotted times. Alternatively, you may submit your comment by 4:00 p.m. on the meeting day to 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. Each comment will be read aloud by the City Clerk.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection during normal business hours at City Hall, located at 6360 Fountain Square Drive. Audio / Visual presentation material must be provided to the City Clerk's Office at least 48 hours prior to the meeting. Email subscriptions of the agenda are available online by signing up with the City's [Notify Me](#) service.

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Documents:

[9-28-23 REGULAR COUNCIL AGENDA PACKET.PDF](#)

CALL SPECIAL MEETING TO ORDER

1. Roll Call: Council Members: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer

PUBLIC COMMENT

CLOSED SESSION

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: APN 243243-0031-006-000 (6448 Sylvan Road) and APN 243-0031-872-2657 (7500 Coronado Lane)

Agency negotiator: Ashley Feeney, City Manager and Ryan Jones, City Attorney

Negotiating parties: Robert Coronado

Under negotiation: Price, terms of payment, or both

REPORT OUT OF CLOSED SESSION

ADJOURNMENT

CALL REGULAR MEETING TO ORDER

1. Flag Salute
2. Roll Call: Council Members: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
3. Video Statement

APPROVAL OF AGENDA

PUBLIC COMMENT

PRESENTATIONS

4. Proclamation Of The City Of Citrus Heights Proclaiming September 28, 2023 To October 4, 2023 As "Good Neighbor Week"

5. Proclamation Of The City Of Citrus Heights Honoring Leatherby's As A Community Partner Of Distinction

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.

6. SUBJECT: Approval Of Minutes

RECOMMENDATION: Approve the Minutes of the Meeting of September 14, 2023

7. SUBJECT: Update To City Council Ad Hoc Subcommittees

STAFF REPORT: A. Van

RECOMMENDATION: Receive and file this report with the recommended change to move the Community Block Development Grant subject matter area and Community Support Grants for nonprofits to the functional area of the Quality of Life ad hoc subcommittee

REGULAR CALENDAR

8. SUBJECT: Final Acceptance And Notice Of Completion A. 2022 Residential Street Resurfacing Project – City PN 15-21-010 B. 2021 Greenback Lane Complete Streets Improvements Project – City PN 45-20-002

STAFF REPORT: R. Cave / L. Blomquist

RECOMMENDATION:

a. Adopt Resolution No. 2023- ____ a Resolution of the City Council of the City of Citrus Heights, California, Accepting the 2022 Residential Street Resurfacing Project as Complete and Authorizing the City Engineer to Record a Notice of Completion and Release the Contract Retention

b. Adopt Resolution No. 2023- ____ a Resolution of the City Council of the City of Citrus Heights, California, Accepting the 2021 Greenback Lane Complete Streets Improvements Project as Complete and Authorizing the City Engineer to Record a Notice of Completion and Release the Contract Retention

9. SUBJECT: Resolutions Adopting The Memorandums Of Understanding For The Citrus Heights Police Officers Association And The Citrus Heights Police Employees Association; Amended Salary Table With Cost Of Living Adjustments And Select Market Equity Adjustments; Amendments To The Employer Contribution Level For Employee Health Benefits; And Unrepresented Safety And CHPOA Employee Cost-Sharing

STAFF REPORT: S. Talwar / M. Dippert

RECOMMENDATION:

a. Adopt Resolution No. 2023- ____ a Resolution of the City Council of the City of Citrus Heights, California, Adopting the Memorandum of Understanding for the Citrus Heights Police Officers Association

b. Adopt Resolution No. 2023- ____ a Resolution of the City Council of the City of Citrus Heights, California, Adopting the Memorandum of Understanding for the Citrus Heights Police Employees Association

c. Adopt Resolution No. 2023- ____ a Resolution of the City Council of the City of Citrus Heights, California, Adopting an Amended Salary Table with Cost of Living Adjustments and Select Market Equity Adjustments

d. Adopt Resolution No. 2023- ____ a Resolution of the City Council of the City of Citrus Heights, California, Adopting the Amendments to the Employer Contribution Level for Employee Health Benefits

e. Adopt Resolution No. 2023- ____ a Resolution of the City Council of the City of Citrus Heights, California, Adopting Unrepresented Safety Employee Cost-Sharing

DEPARTMENT REPORTS

10. SUBJECT: City Scoop Summer Event Series Recap

DEPARTMENT: Economic Development and Community Engagement

CITY MANAGER ITEMS

ITEMS REQUESTED BY COUNCIL MEMBERS / FUTURE AGENDA ITEMS

ADJOURNMENT

**CITY OF CITRUS HEIGHTS
CITY COUNCIL**
Special / Regular Meeting of Thursday, September 28, 2023
City Hall Council Chambers, 6360 Fountain Square Dr., Citrus Heights, CA
Special Meeting 5:30 p.m.
Regular Meeting 6:00 p.m.

HOW TO PARTICIPATE:

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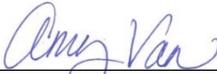
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IN PERSON	ONLINE	ON TELEVISION
 City Council meetings take place in the City Hall Council Chambers.	 Watch the livestream and replay past meetings on the City website .	 Watch live and replays of meetings on Sac Metro Cable, Channel 14.

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September 22, 2023


 Amy Van, City Clerk

**SPECIAL CITY COUNCIL MEETING
5:30 PM**

CALL SPECIAL MEETING TO ORDER

1. Roll Call: Council Members: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer

PUBLIC COMMENT

CLOSED SESSION

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Under negotiation: Price, terms of payment, or both

REPORT OUT OF CLOSED SESSION

ADJOURNMENT

**REGULAR CITY COUNCIL MEETING
6:00 PM**

CALL REGULAR MEETING TO ORDER

1. Flag Salute
2. Roll Call: Council Members: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
3. Video Statement

APPROVAL OF AGENDA

PUBLIC COMMENT

PRESENTATIONS

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COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

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STAFF REPORT: A. Van
RECOMMENDATION: Receive and file this report with the recommended change to move the Community Block Development Grant subject matter area and Community Support Grants for nonprofits to the functional area of the Quality of Life ad hoc subcommittee

REGULAR CALENDAR

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 - a. 2022 Residential Street Resurfacing Project – City PN 15-21-010
 - b. 2021 Greenback Lane Complete Streets Improvements Project – City PN 45-20-002**STAFF REPORT:** R. Cave / L. Blomquist
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DEPARTMENT REPORTS

- 10. **SUBJECT:** City Scoop Summer Event Series Recap
DEPARTMENT: Economic Development and Community Engagement

CITY MANAGER ITEMS

ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS

ADJOURNMENT

**CITY OF CITRUS HEIGHTS
CITY COUNCIL
MINUTES
Regular Meeting of Thursday, September 14, 2023
City Hall Council Chambers
6360 Fountain Square Drive, Citrus Heights, CA**

CALL REGULAR MEETING TO ORDER

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

1. The Flag Salute was led by Mayor Schaefer.
2. Roll Call: Council Members present: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
Council Members absent: None
Staff present: Bermudez, Blomquist, Cave, Feeney, Jones, Kempenaar, Piva, Riddle, Russo, Saario, Turcotte, Van and department directors.
3. The video statement was read by City Clerk Van.

APPROVAL OF AGENDA

ACTION: On a motion by Vice Mayor Daniels, seconded by Council Member Middleton, the City Council approved the agenda.

AYES:	Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES:	None
ABSENT:	None

PUBLIC COMMENT

Margaret Cleek addressed the City Council regarding homelessness in the city. She stated the only thing that can solve the problem is affordable housing. She expressed concerns regarding the City's beautification project and witnessed City workers on Auburn loading items assumed to belong to an unhoused person. She commented on code violations she has seen on a single street near her home and questioned whether the City is looking to truly beautify the city or just deal with the most vulnerable. She asked if the City is disposing of personal property or storing the items for pickup. She asked for consideration of a plan for the City to provide storage units for the property of the unhoused. She asked if part of the beautification program could include looking for solutions rather than just picking up stuff and disposing of it. She requested that the City research best practices related to dealing with the possessions of our community's unhoused.

Natalee Price stated she has taken over as the president of REACH and she provided an update on their neighborhood area activities. She announced that SOAR is hosting a block party at the Sylvan Community Center on September 30th. In celebration of Good Neighbor Week, REACH is trying to get neighbors involved in doing neighborly deeds.

Melissa Hayden spoke regarding the need for an animal shelter within Citrus Heights. She expressed concerns with shelters being outside of the city and difficult for the elderly or low-income to access. She also

expressed concerns regarding animal control services only being accessible Monday through Friday, 8 a.m. to 5 p.m., leaving a significant portion of the population without assistance after hours and on weekends. She urged the Council to consider the establishment of a local animal shelter in Citrus Heights.

PRESENTATIONS

4. Proclamation of the City of Citrus Heights Proclaiming September 2023 as “Deaf and Hard of Hearing Awareness Month”

Council Member Lopez-Taff read and presented the proclamation to Nate Dutra.

5. Proclamation of the City of Citrus Heights Recognizing September 2023 as “Prostate Cancer Awareness Month”

Mayor Schaefer read and presented the proclamation.

6. Proclamation of the City of Citrus Heights Proclaiming September 17-23, 2023, as “National Forensic Science Week”

Council Member Karpinski-Costa read and presented the proclamation to Lt. Morris, Senior Crime and Property Evidence Specialist Danielle Veale, Crime Scene/Property Evidence Specialist Kayla Biegacki and Property Clerk Kathy Pentecost.

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

Council Member Karpinski-Costa attended the City Scoop event. She provided a report from the Sacramento Area Sewer District Board meeting. She attended a luau event at the Veterans Center. She spoke at the SOAR Neighborhood Area meeting. She provided a report from the Sacramento Transportation Authority Board meeting. She provided an update from the Sacramento-Yolo Mosquito & Vector Control District.

Council Member Middleton attended the City Scoop event. On August 28 she participated in the Kiwanis Golf Tournament. On August 8 she attended the Family Justice Hope Gala event. She also attended the 9/11 memorial event at Sylvan Cemetery. On September 13th she hosted a City Grants Workshop at City Hall.

Council Member Lopez-Taff attended the City Scoop event. She attended the Family Justice Center dinner event. She attended the Woodside Homes community meeting on August 22. She also attended the Citrus Heights Education Committee meeting.

Vice Mayor Daniels attended the Citrus Heights Chamber luncheon. He attended the Rio Linda Lions Club 12th Annual Steak and Lake event. He attended the Family Justice Center’s 8th Annual Celebration of Hope event. He was a guest speaker for Supervisor Sue Frost at her recent Citrus Heights Community meeting. He also attended the luau event at the Veterans Center.

Mayor Schaefer attended the City Scoop event. He provided a report from the Sacramento Area Council of Governments Board meeting. He attended the Regional Justice fundraiser event. He reminded the public about the Leatherby’s Sock-Hop event on September 15.

CONSENT CALENDAR

7. **SUBJECT:** Approval of Minutes
RECOMMENDATION: Approve the Minutes of the Meeting of August 10, 2023
8. **SUBJECT:** Second Reading – Citrus Heights Ordinance Amendments Regarding Penalty Provisions to Sections 50-507, 50-605, 78-53 and 98-132
STAFF REPORT: J. Russo / R. Jones
RECOMMENDATION: Adopt Ordinance No. 2023-004 an Ordinance of the City of Citrus Heights Amending Sections 50-507, 50-605, 78-53 and 98-132 of the Citrus Heights Municipal Code
9. **SUBJECT:** Request the Renewal of the City’s Microsoft Enterprise Agreement
STAFF REPORT: S. Talwar / R. Miller
RECOMMENDATION: Adopt Resolution No. 2023-079 a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute a Contract with Microsoft for the Renewal of the City’s Microsoft Enterprise Agreement
10. Pulled for discussion.
11. **SUBJECT:** Arcade-Cripple Creek Trail Project Finding of Necessity Pursuant to Public Contract Code Section 4109
STAFF REPORT: R. Cave / L. Blomquist
RECOMMENDATION: Adopt Resolution No. 2023-081 a Resolution of the City Council of the City of Citrus Heights, California, Determining the Addition of a Subcontractor to the Arcade-Cripple Creek Trail Project is a “Public Necessity” Under Public Contract Code 4109
12. **SUBJECT:** Police Fleet Acquisition
STAFF REPORT: A. Turcotte / K. Frey / C. Kinnan
RECOMMENDATION: Adopt Resolution No. 2023-082 a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the Acquisition of Police Fleet Vehicles

ACTION: On a motion by Vice Mayor Daniels, seconded by Council Member Lopez-Taff, the City Council adopted Consent Calendar Items 7, 8, 9, 11 and 12.

AYES: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES: None
ABSENT: None

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

10. **SUBJECT:** Roseville Road / Butternut Drive and Systemic Signalized Intersection Improvements Project – HSIPSL-5475(050) Award of Professional Engineering Services Agreement
STAFF REPORT: R. Cave / L. Blomquist / D. Kehrer
RECOMMENDATION: Adopt Resolution No. 2023-080 a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement for Professional Services with Kimley-Horn and Associates, Inc. for the Roseville Road / Butternut Drive and Systemic Signalized Intersection Improvements Project

Vice Mayor Daniels pulled Item 10 to request a brief staff presentation on the item.

City Engineer Blomquist reported the item is the award a contract to Kimley-Horn and Associates for design of the Butternut / Roseville Road intersection improvements. The project also includes yellow reflective back plates at 36 signalized intersections throughout the city. The project includes a left turn pocket from Roseville Rd. onto Butternut as well as some pedestrian safety enhancements.

Council Member Karpinski-Costa asked a question regarding the yellow reflective back plates on traffic lights as part of this project.

City Engineer Blomquist responded to questions from Council Members.

ACTION: On a motion by Vice Mayor Daniels, seconded by Council Member Karpinski-Costa, the City Council adopted Resolution No. 2023-080 a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement for Professional Services with Kimley-Horn and Associates, Inc. for the Roseville Road / Butternut Drive and Systemic Signalized Intersection Improvements Project.

AYES:	Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES:	None
ABSENT:	None

REGULAR CALENDAR

13. **SUBJECT:** Resolution Authorizing the City Manager to Execute a Memorandum of Understanding between the Sacramento County Department of Homeless Services and Housing and the City of Citrus Heights
STAFF REPORT: C Kempenaar / N. Piva / A. Turcotte / J. Russo
RECOMMENDATION: Adopt Resolution No. 2023-083 a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute a Memorandum of Understanding Between the Sacramento County Department of Homeless Services and Housing and the City of Citrus Heights

City Manager Feeney explained this community-based navigation program is something that has been in the works over the course of the summer. Early last year, the City had to suspend the Navigation Services as the service provider was no longer going to be offering that business as they had dissolved and don't have the opportunity to work with them anymore. As a team staff started to look at what opportunities were available. The City approached the County of Sacramento and had conversation about some opportunities for collaboration. He stated the staff team has worked incredibly hard as well as our counterparts at Sacramento County and Sacramento Covered, to develop the proposed MOU for outreach services.

Housing & Human Services Program Coordinator Piva presented an overview of the community-based navigation program. Since 2018, Sacramento Self-Help Housing provided services to Citrus Heights and they formally dissolved in May due to bankruptcy. Following the dissolution, staff evaluated alternative options and are proposing a partnership with Sacramento County by entering into an MOU with Sacramento County and Sacramento Covered who will provide homeless outreach services to Citrus Heights. She stated this program is made possible by the funding allocation from Supervisor Sue Frost, on August 22 the Board of Supervisors

approved an amount of \$340,836 in ARPA funding. Sacramento Covered will provide one full-time Community Health Worker and some client service assistance such as transportation and other financial assistance.

Angel Uhercik, Assistant Director with Sacramento County Department of Homeless Services and Housing stated they look forward to working to understand the needs of the Citrus Heights community and how they can best serve them.

Kyle Stefano, Vice President of Clinical Programs with Sacramento Covered stated they have been around for 25 years. They serve the unsheltered community and have about 80 Community Health Workers. She provided an overview of services they provide.

Scott Young, Director of Street Outreach with Sacramento Covered provided an overview of their partnerships and services provided to unsheltered persons.

City Council comments and questions followed.

ACTION: On a motion by Council Member Middleton, seconded by Vice Mayor Daniels, the City Council adopted Resolution No. 2023-083 a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute a Memorandum of Understanding Between the Sacramento County Department of Homeless Services and Housing and the City of Citrus Heights.

AYES: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
 NOES: None
 ABSENT: None

- 14. **SUBJECT:** Allocation of Fiscal Year 2023/2024 Community Support Funding
STAFF REPORT: M. Huber / C. Riddle
RECOMMENDATION: Adopt Resolution No. 2023-084 a Resolution of the City Council of the City of Citrus Heights, California Approving Community Support Funding Award Allocations for Fiscal Year 2023/2024

Management Analyst Riddle presented the Community Support Funding Award recommendations from the City Council Finance 2x2 Subcommittee:

NON PROFIT	RECOMMENDATION
Campus Life Connection (Sayonara Center)	\$20,000
Citrus Heights Marching Band	\$20,000: \$10,000 for the Howl O’Ween Parade with the condition that the City be listed as a sponsor and up to \$10,000 to cover costs for street closures along the parade route.
Community Link Capital Region	\$2,498

Meals on Wheels	\$82,000 with the condition that the Citrus Heights Waiting list of 20 people be eliminated and those clients supported with the approved funding.
Single Mom Strong	\$25,365
Sunrise Christian Food Ministry	\$0; Not recommended. The committee wants a more significant focus on Citrus Heights residents.
TOTAL	\$149,863

Public Comment

Jennifer Massello with Meals on Wheels by ACC explained they deliver a hot meal Monday through Friday to seniors 60 years and older. They have 13 Café sites throughout the County. She thanked the City Council for their support.

Tara Taylor with Single Mom Strong provided an overview of the services they provide and she thanked the City Council for their support.

City Clerk Van read the following written comment submitted by April Jacek, Director of Operations for Sunrise Christian Food Ministry, "I would like ask the City Council to reconsider the decision to deny our application for community support. Over the last two years we have seen a huge increase in need in our community. Not all of the support we provide can be seen in our feeding number statistics. It can be seen in the daily support we provide to our Tier 1 generators (Costco, Sam's Club, FoodMaxx, Safeway, Raley's, etc.) when we haul away the 1,000,000+ pounds of food annually to be sorted, bagged and distributed to families in need. SB1383 has increased our overhead costs including utilities, rent, gas, waste and staff salaries. We would appreciate the City to continue to help offset these costs as well as support our efforts to help Citrus Heights families, homeless, elderly, non-profits, businesses and developmentally different individuals. By denying our request for community support you are sending a message to the residents of Citrus Heights and our volunteers that the work we do does not hold value. In the past 6 months we have created programs to get out into the food desserts in our community to bring food and resources to the areas that need it most. Including Sayonara Center, Vintage Oaks Senior Community, Living Water homeless respite and afterschool program, San Juan Unified McKinney Vento, The Underground, CH HART Winter Sanctuary to name a few. We partner with 211, The United Way and Door Dash to deliver groceries to home bound seniors. Come visit us and see for yourself."

ACTION: On a motion by Vice Mayor Daniels, seconded by Council Member Karpinski-Costa, the City Council adopted Resolution No. 2023-084 a Resolution of the City Council of the City of Citrus Heights, California Approving Community Support Funding Award Allocations for Fiscal Year 2023/2024.

AYES: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
 NOES: None
 ABSENT: None

- SUBJECT:** Adoption of Objective Design and Development Standards for the Auburn Boulevard Special Planning Area

STAFF REPORT: C. Kempenaar / A. Bermudez

RECOMMENDATION: Adopt Resolution No. 2023-085 a Resolution Adopting Objective Design Standards for the Review of Qualifying Multi-family and Residential Mixed-use Development within the Boulevard Plan Area and finding the Guidelines are exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3)

Community Development Director Kempenaar stated back in June staff presented an overview of the objective standards concept. There were a number of state laws that eliminated the City's ability to use subjective standards to review housing plans to make sure they were consistent with the City's vision. State law allows the City to have design standards they just have to be objective. The item before Council is taking the current standards that are subjective in the Boulevard Plan and converting them to an objective standard.

Senior Planner Bermudez provided an overview of the Objective Design and Development Standards for the Auburn Boulevard Special Planning Area. The purpose of the ODDS is to establish objective criteria as a tool for the streamlined and ministerial review process for certain housing projects.

Council Member questions and comments followed.

ACTION: On a motion by Council Member Middleton, seconded by Council Member Lopez-Taff, the City Council adopted Resolution No. 2023-085 a Resolution Adopting Objective Design Standards for the Review of Qualifying Multi-family and Residential Mixed-use Development within the Boulevard Plan Area and finding the Guidelines are exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3).

AYES:	Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES:	None
ABSENT:	None

DEPARTMENT REPORTS

16. **SUBJECT:** Update on the Sunday Funday Event to be held on September 24, 2023
DEPARTMENT: General Services

General Services Director Cave introduced and thanked Michele Saario, Event & Community Center Technician for her hard working leading up to the Sunday Funday event.

Event & Community Center Technician Saario provided an overview of the Sunday Funday event at Rusch Park that will include activities and attractions such as face painting, inflatables, food trucks and other vendors.

City Council comments followed.

17. **SUBJECT:** Fleet Status Update
DEPARTMENT: Police Department

Police Chief Turcotte stated the production of vehicles has experienced significant delays causing delays in receiving new vehicles to replace the City's aging fleet. Staff will be evaluating options including other vehicle vendors to best fit the needs of Citrus Heights.

City Council questions and comments followed.

CITY MANAGER ITEMS

City Manager Feeney highlighted a new mural at Sunrise MarketPlace that was funded in part by the City's Economic Development Support Fund. He announced Lt. Michael Wells recently graduated from the FBI National Academy. He also announced Office Alyssa Bragg was selected, following an internal recruitment, for a police canine handler position.

ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS

Mayor Schaefer recommended that the CDBG Funding be consolidated with the Community Support Funding recommendations that are reviewed by the City Council Finance Subcommittee and requested a future agenda item on the matter. Council Member Karpinski-Costa supported the request.

ADJOURNMENT

Mayor Schaefer adjourned the regular meeting at 8:40 p.m.

Respectfully submitted,

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT MEMORANDUM

DATE: September 28, 2023

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

FROM: Amy Van, City Clerk

SUBJECT: Update to City Council Ad Hoc Subcommittees

Summary and Recommendation

At the beginning of each calendar year, the Mayor appoints City Council Members to serve on Council Ad Hoc Subcommittees that meet as needs arise. The City presently has two Council Ad Hoc Subcommittees focused on specific “areas of expertise” as follows:

Functional Area	Subject Matter
Finance / Administration	Budget, investments, miscellaneous finance, human resources, risk management and information technology
Quality of Life	General Plan, Zoning, code enforcement, volunteer programs, Community Development Block Grant (CDBG) funding, housing, REACH, Economic Development/Redevelopment, engineering, Capital Improvement Projects, Solid Waste, Lighting and Landscaping Districts, General Services

Subcommittee meetings occur when the Council would like two of its members to review a subject matter or policy issue prior to it being brought before the Council. Examples of these include areas such as economic development or solid waste. These are ad hoc and occur for a limited time period.

In evaluating the subject matter areas for the ad hoc subcommittees, staff is recommending the Community Development Block Grant (CDBG) subject matter area and the Community Support Grant for nonprofits be moved to the functional area of the Quality of Life subcommittee. The CDBG Program grants federal funds to state and local governments for a variety of housing and community development activities. The Community Support Grant provides funding to nonprofits that provide services to Citrus Heights residents. The change provides for the consolidation of grant funding subject matters to fall under the Quality of Life functional area subcommittee. Staff will bring forward recommendations in the near future to update other program guidelines consistent with the above table. Other programs with existing guidelines

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include the Economic Development Support grants and the Community Projects Grants. Staff recommends the City Council receive and file this report with the recommended change.



CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT MEMORANDUM

DATE: September 28, 2023

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

FROM: Regina Cave, General Services Director
Leslie Blomquist, City Engineer

SUBJECT: **2022 Residential Street Resurfacing Project**
Final Acceptance and Notice of Completion – City PN 15-21-010

Summary and Recommendation

On June 23, 2022, the City Council awarded a contract to All Phase Construction, Inc., for construction of the 2022 Residential Street Resurfacing Project (Project). The contractor has completed all work and the Project has been field accepted by staff.

Staff recommends the City Council approve Resolution No. 2023-___, a Resolution of the City Council of the City of Citrus Heights, California, accepting the 2022 Residential Street Resurfacing Project as complete and authorizing the City Engineer to record a Notice of Completion and release the contract retention.

City Council Strategic Goal/Objective

This item aligns with the Citrus Heights City Council Strategic Plan Objective to “Maintain Public Infrastructure and Enhance Alternative Modes of Transportation.”

Fiscal Impact

There is no fiscal impact associated with this action. The total construction cost of \$2,916,484.71, summarized in Table 1, is within the City Council approved construction budget of \$2,991,546.00. All cost savings associated with this project will be reallocated to other eligible improvement projects.

Wachtel Way, which serves as the City limit with unincorporated Sacramento County, was included as part of the project for roadway maintenance and enhanced striping. Staff is currently working with Sacramento County who has committed to reimburse their financial fair share for various work performed on Wachtel Way in FY2024-2025 in the amount of \$227,846.74.

Subject: 2022 Residential Street Resurfacing Project – Final Acceptance

Date: September 28, 2023

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Table 1 – Summary of Final Construction Costs

Project Component	Actual Costs (\$)
Original Contract Amount w/ Additive Alternate Items #1-3	2,756,877.00
Net Contract Change Orders (6)	173,173.71
Administrative Deductions & Other Associated Project Costs*	(\$13,566.00)
Final Contract Amount	2,916,484.71

*After paving several project cul-de-sacs, minor defects were found in the final paving surface. Initially, the City requested a workplan to correct the deficiencies; however, after further inspection and evaluation of the public impact the proposed workplan was expected to have, it was agreed the City would instead accept a permanent deduction to the contract. This administrative deduction will allow the City to address any future maintenance issues at these locations. In addition, minor electrical repair work was needed during construction. The City's on-call electrical maintenance contractor responded and subsequently the cost of these repairs were included as an administrative deduction to the construction contract.

The construction phase of this project was funded with Road Maintenance & Rehabilitation Account (SB-1 revenues, Fund 206), Storm Water Utility (Fund 209), and Community Development Block Grant (Fund 234) funds.

Background and Analysis

On June 23, 2022, the City Council awarded a contract to All Phase Construction, Inc., for the 2022 Residential Street Resurfacing Project. In order to include additional pavement rehabilitation work on Verner Avenue, on June 22, 2023, the City Council approved a resolution increasing the total authorized construction budget to \$2,991,546.00.

The Project performed pavement repairs and resurfacing of 20 city streets (approximately 2.61 centerline miles). Installation of necessary curb ramps to comply with ADA requirements, miscellaneous concrete, and drainage repairs were included in the Project. The streets on which work was performed include:

1. Begonia Court (Shadycrest Way to End)
2. Beta Court (Summerplace Dr to End)
3. Gobi Court (Summerplace Dr to End)
4. Kersten Street (Grenola Way to Noreen Way)
5. Ketch Court (Birchglade Way to End)
6. Mel Court (Rinconada Drive to End)
7. Noreen Way (Grenola Way to Baranga Drive)
8. North Colony Way (Holly Drive to End)
9. Paco Court (Summerplace Drive to End)
10. Regli Woods Court (Whyte Avenue to End)
11. Ridgeview Court (Parkview Way to End)

Subject: 2022 Residential Street Resurfacing Project – Final Acceptance

Date: September 28, 2023

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12. Rigging Court (Birchglade Way to End)
13. Shady Springs Way (Sunmist Way to Sunburst Way)
14. Shadycrest Way (Sandalwood Drive to End)
15. Sloop Court (Birchglade Way to End)
16. Sprig Oak Court (Lesser Way to End)
17. Verbena Court (Florabella Avenue to End)
18. Verner Avenue (City Limits to Flaming Arrow Drive)
19. Wachtel Way (Kenneth Drive to Old Auburn Road)
20. Whaler Court (Windjammer Way to End)

With all field work complete and accepted by staff, the Project is ready for Final Acceptance.

Attachments

- 1) Resolution No. 2023-___, a Resolution of the City Council of the City of Citrus Heights, California, accepting the 2022 Residential Street Resurfacing Project as complete and authorizing the City Engineer to record a Notice of Completion and release the contract retention.

RESOLUTION NO. 2023-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, ACCEPTING THE 2022 RESIDENTIAL STREET RESURFACING PROJECT AS COMPLETE AND AUTHORIZING THE CITY ENGINEER TO RECORD A NOTICE OF COMPLETION AND RELEASE THE CONTRACT RETENTION

WHEREAS, on June 23, 2022, the City Council of the City of Citrus Heights, California, authorized the award of a construction contract to All Phase Construction, Inc. (All Phase) to perform the 2022 Residential Street Resurfacing Project;

WHEREAS, the Project was funded with Road Maintenance & Rehabilitation Account (SB1 revenues, Fund 206), Storm Water Utility (Fund 209), and Community Development Block Grant (Fund 234) funds;

WHEREAS, staff will work with Sacramento County Department of Transportation to receive the County’s financial fair share of construction; and

WHEREAS, All Phase has successfully completed the work for the Project.

NOW THEREFORE BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights, that the 2022 Residential Street Resurfacing Project is hereby accepted as complete.

BE IT FURTHER RESOLVED AND ORDERED that the City Engineer is authorized to record a Notice of Completion for the 2022 Residential Street Resurfacing Project with the Sacramento County Recorder and to release the contract retention after the 35-day lien period.

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 28th day of September, 2023 by the following vote, to wit:

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

Tim Schaefer, Mayor

ATTEST:

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT MEMORANDUM

DATE: September 28, 2023

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

FROM: Regina Cave, General Services Director
Leslie Blomquist, City Engineer

SUBJECT: **2021 Greenback Lane Complete Streets Improvements Project
Final Acceptance and Notice of Completion – City PN 45-20-002**

Summary and Recommendation

On January 27, 2022, the City Council awarded a contract to McGuire and Hester (M&H) for the 2021 Greenback Lane Complete Streets Improvements Project (Project). The contractor has completed all work and the Project has been field accepted by staff.

Staff recommends the City Council approve Resolution No. 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, accepting the 2021 Greenback Lane Complete Streets Improvements Project as complete and authorizing the City Engineer to record a Notice of Completion and release the contract retention.

City Council Strategic Goal/Objective

This item aligns with the Citrus Heights City Council Strategic Plan Objective to “Maintain Public Infrastructure and Enhance Alternative Modes of Transportation.”

Fiscal Impact

There is no fiscal impact associated with this action. The total construction cost of \$2,867,667.99 summarized in the table below, is within the Council approved construction budget of \$3,056,493.00. Cost savings will be reallocated to other eligible improvement projects.

Table 1 – Summary of Final Construction Costs

Project Component	Actual Costs (\$)
Original Contract Amount w/ Additive Alternate Item #1	2,657,820.00
Net Contract Change Orders (5)	201,162.94
Miscellaneous Construction Support by SMUD/Bear Electrical Services	3,685.05
Public Outreach during Construction	5,000.00
Final Construction Amount	2,867,667.99

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Date: September 28, 2023

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The project was funded with Road Maintenance & Rehabilitation Account (SB1 revenues, 206), Storm Water Utility (209), Community Development Block Grant (234), Measure A Capital Allocation (390), Measure A Traffic Safety (310), Roadway Impacts (262), and Gas Tax (205) funds.

The eastern terminus of the project corridor is the intersection of Greenback Lane/Fair Oaks Boulevard. As Fair Oaks Boulevard is the city limit with unincorporated Sacramento County, staff have received confirmation that Sacramento County will contribute their financial fair share to support this project. Final details associated with the County's financial commitment will be formalized in a cooperative funding agreement to be brought before the City Council at a future date. Sacramento County's fair share of the contractor's construction cost is \$516,165.32.

Background and Analysis

On January 27, 2022, the City Council approved a resolution authorizing the City Manager to execute an agreement with McGuire and Hester for the 2021 Greenback Lane Complete Streets Improvements Project.

The Project included rehabilitation of the asphalt pavement on Greenback Lane between Sunrise Boulevard and Fair Oaks Boulevard. In addition to pavement repairs, the Project replaced deteriorating storm drain pipe, installed concrete bulbouts at the intersection of Greenback Lane /Fair Oaks Boulevard to improve pedestrian safety, upgraded select traffic signal equipment at three signalized intersections, installed fiber optic communication equipment, and installed curb ramps to comply with ADA requirements. While all project work was completed by summer 2022, the new traffic monitoring cameras at two of the signalized intersections had a one year lead time, and were installed in July 2023.

With all field work complete and accepted by staff, the Project is ready for Final Acceptance.

Attachments

- 1) Resolution No. 2023-___, a Resolution of the City Council of the City of Citrus Heights, California, accepting the 2021 Greenback Lane Complete Streets Improvements Project as complete and authorizing the City Engineer to record a Notice of Completion and release the contract retention.

RESOLUTION NO. 2023-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, ACCEPTING THE 2021 GREENBACK LANE COMPLETE STREETS IMPROVEMENTS PROJECT AS COMPLETE AND AUTHORIZING THE CITY ENGINEER TO RECORD A NOTICE OF COMPLETION AND RELEASE THE CONTRACT RETENTION

WHEREAS, on January 27, 2022, the City Council of the City of Citrus Heights, California, authorized the award of a construction contract to McGuire and Hester to perform the 2021 Greenback Lane Complete Streets Improvements Project;

WHEREAS, the Project was funded with Road Maintenance & Rehabilitation Account (SB1 revenues, 206), Storm Water Utility (209), Community Development Block Grant (234), Measure A Capital Allocation (390), Measure A Traffic Safety (310), Roadway Impacts (262), and Gas Tax (205) funds;

WHEREAS, staff will work with Sacramento County Department of Transportation to receive the County’s financial fair share of construction; and

WHEREAS, McGuire and Hester has successfully completed the work for the Project.

NOW THEREFORE BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights, that the 2021 Greenback Lane Complete Streets Improvements Project is hereby accepted as complete.

BE IT FURTHER RESOLVED AND ORDERED that the City Engineer is authorized to record a Notice of Completion for the 2021 Greenback Lane Complete Streets Improvements Project with the Sacramento County Recorder and to release the contract retention after the 35-day lien period.

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 28th day of September, 2023 by the following vote, to wit:

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

Tim Schaefer, Mayor

ATTEST:

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS
CITY COUNCIL STAFF REPORT
MEMORANDUM

DATE: September 22, 2023

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

FROM: Susan Talwar, Administrative Services Director
Macy Dippert, Human Resources Manager

SUBJECT: Resolutions Adopting the Memorandums of Understanding for the Citrus Heights Police Officers Association and the Citrus Heights Police Employees Association; Amended Salary Table with Cost of Living Adjustments and Select Market Equity Adjustments; Amendments to the Employer Contribution Level for Employee Health Benefits; and Unrepresented Safety and CHPOA Employee Cost-Sharing

The staff report, resolutions and other supporting documentation for this item will be distributed to the City Council and posted to the [City website](#) under separate cover on Monday, September 25, 2023.