



CITY COUNCIL MEETING

Tuesday, June 21, 2022

Regular Meeting - 6:00 PM

City Hall – City Council Chambers

425 Webster Street, Colusa, CA 95932

MINUTES

CALL TO ORDER – Mayor Pro-Tem Vaca called the meeting to order at 6:00 pm

ROLL CALL

PRESENT

Council Member Ponciano

Council Member Vaca

Council Member Conrado

Council Member Hill

ABSENT

Mayor Reische - excused by the Mayor Pro-Tem Vaca.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA –City Manager Cain requested Item 20 be pulled. There was council consensus for agenda approval.

PUBLIC COMMENTS – Susan Meeker provided an overview of the events from Founders Day and thanked the city staff for their assistance.

Planning Commissioner Duncan recommended an advisory committee for cannabis issues.

John Rogers requested an agenda item on the cannabis companies.

CONSENT CALENDAR - *All items listed on the Consent Calendar are considered by the Council to be routine in nature and will be enacted by one motion unless an audience member or Council member requests otherwise, in which case, the item will be removed for separate consideration.*

1. **Approve** - May 17th Council Draft Minutes
2. **Receive and File** - Police Department May Report
3. **Receive and File** - Finance Department May Report
4. **Receive and File** - Treasurer's March Report
5. **Receive and File** - May Warrants List
6. **Adopt** - Resolution approving an application for funding and the execution of a Grant Agreement and any amendments thereto from the 2021-2022 Funding Year of the State CDBG

7. **Adopt** - Resolution calling and giving notice of a General Municipal Election on November 8th for the election of two (2) City Councilmembers and requesting the Board of Supervisors to consolidate the General Municipal Election with the statewide general election on the same date.
8. **Adopt** - Resolutions to initiate proceedings for FY 2018-19 and intent to levy and collect Assessment Districts for Fiscal Year 2022-2023 for Parks, Trees and Pool Improvement District, Colusa Meadows West, Hoblit Public Facilities Assessment Districts, Walnut Ranch Subdivision Public Facilities District and CFD 2-2020 Assessment District
9. **Adopt** - Resolution adopting a list of projects funded by SB1: The Road Repair and Accountability Act
10. **Adopt** - Resolution adopting the amendment to vacation accrual and vacation sell-back plan and bilingual pay as stated in the side letter.
11. **Adopt** - Resolution ordering the summary vacation and abandonment of a right-of-way for purposes of a Public Sanitary Sewer Easement crossing a property at 1717 Highway 20, known as APN 002-120-029
12. **Adopt** - Resolution approving Fiscal Year 2022-23 Comprehensive Fee Schedule changes and additions.

ACTION: Council Member Ponciano requested Item 10 be pulled for discussion. Motion by Ponciano, seconded by Hill to approve the remainder of the consent calendar. Motion passed unanimously.

Item 10: Council discussed the sell-back requirements, cap, and bilingual pay. Motion was made by Conrado, seconded by Vaca to approve **Resolution 22-30** adopting the amendment to vacation accrual, vacation sell-back plan and bilingual pay. In addition, include the cap on vacation and the sell-back requirement in the side letter. Motion passed unanimously.

COUNCIL MEMBER AND CITY MANAGER REPORTS

Council Members provided updates on the meeting they attended.

City Manager Cain provided updates on meetings he attended.

Fire Chief Conley was asked to provide an update on the recent fire.

PUBLIC HEARING

13. Public Hearing for the application of the California Department of Housing and Community Development's 2022 Community Development Block Grant (CDBG)

Grant Writer Vanetta provided information on the two grants. There will be further meetings on Economic Development.

PUBLIC HEARING opened at 6:34 pm.

Planning Commissioner Duncan explained the Main Street USA program in Fort Bragg.

PUBLIC HEARING closed at 6:35 pm

ACTION: Motion was made by Hill, seconded by Conrado to approve the application of the California Department of Housing and Community Development's 2022 Community Development Block Grant (CDBG). Motion passed by the following roll-call vote:

AYES: Hill, Ponciano, Conrado and Vaca.

NOES: None.

ABSENT: Rieche.

COUNCIL CONSIDERATION

14. Consideration of a Resolution to approve the service contract for building inspection and plan checking

City Manager Cain stated this would be a month-to-month contract until the city decides what to do with the Planning Department vacancy. He said the city was looking into a software program that would streamline building permits and code enforcement.

ACTION: Motion was made by Ponciano, seconded by Conrado to adopt **Resolution 22-33** approving the Consulting Services Agreement between the City and Wyatt Paxton Consulting for building and plan inspections. Motion passed by the following roll-call vote:

AYES: Hill, Ponciano, Conrado and Vaca.

NOES: None.

ABSENT: Reiche.

15. Consideration of a Resolution in support of a partnership with the Colusa Arts Council to apply for the Levitt AMP Grant

Grant Writer Vanetta reported on the grant requirements and the partnership with the Arts Council. She explained to council the matching funds, which could be considered "in-kind". It does not have to come out of a "cash-match".

PUBLIC COMMENTS: City Treasurer Kelley recommended adding details of the "in-kind" match requirement.

ACTION: Motion was made by Conrado, seconded by Vaca to adopt **Resolution 22-34** to partner with the Colusa Arts Council to apply for the Levitt AMP Grant and to add in-kind funds. Motion passed by the following roll-call vote:

AYES: Hill, Ponciano, Conrado and Vaca.

NOES: None.

ABSENT: Reiche.

16. Consideration of Commission appointments and requirement to reside within the City Limits

City Manager Cain reported this item was requested by a few council members. The code was changed in 2012, mainly because of a Planning Commissioner who lived outside the city limits.

Public Comments: Citizen Joe Taucher expressed his thoughts about working within the city limits.

Devin Kelley commented people who live outside the city may have businesses in the city and shouldn't be excluded.

Editor, Pioneer Review Susan Meeker, commented on the City of Willow's requirements.

Planning Commissioner John Martin requested all commissioners should live within the two-mile radius.

Citizen Sean Amsden questioned the restriction when positions are hard to fill.

City Attorney explained the "Sphere of Influence" could potentially change.

ACTION: No motion was made.

17. Consideration of updating the City of Colusa Public Works standards

City Manager Cain explained the importance of updating the work standards based on today's technology. The last update was in 2007.

ACTION: Motion was made by Ponciano, seconded by Hill to adopt **Resolution 22-35** updating the City of Colusa Public works standards. Motion passed by the following roll-call vote:

AYES: Hill, Ponciano, Conrado and Vaca.

NOES: None.

ABSENT: Reiche.

20. Consideration of Planning Commission Appointment - PULLED

21. Consideration to initiate proceedings to place Transactions and Use Tax ("Local Sales Tax") on the November 8, 2022 Ballot and to adopt a Tax Ordinance

City Manager Cain explained the one percent (1%) sales tax increase with a four-year sunset and to form an advisory committee. He reported the potential city accomplishments with the increased revenue. He reiterated the citizens of Colusa who shop outside the city limits pay a higher tax rate. He discussed how other cities have special use taxes.

PUBLIC COMMENTS: Citizen Sean Amsden expressed his top priority would be street improvements.

Citizen Joe Taucher agreed with having an advisory committee.

Planning Commissioner Duncan provided comments on the sales tax increase.

Citizen John Rogers asked to reconsider a one-percent sales tax increase.for

City Attorney Jones clarified the language adopted in the Resolution and Ordinance would be “as stated” on the ballot.

ACTION: Motion was made by Conrado, seconded by Ponciano to adopt **Resolution 22-36** of the City Council of the City of Colusa submitting a Transactions and Use Tax Measure to the voters at November 8, 2022, General Municipal Election and taking certain related actions and make an amend “one cent” to “one percent” and list the street improvements first. Motion passed by the following roll-call vote:

AYES: Hill, Ponciano, Conrado and Vaca.

NOES: None.

ABSENT: Reiche.

ACTION: Motion by Conrado, seconded by Ponciano to introduce and waive First Reading of **Ordinance 552-** An Ordinance of the City of Colusa California amending Article VIII of Chapter 8 of the Municipal Code to impose a Transactions and Use Tax to be administered by the California Department of Tax and Fee Administration. Motion passed by the following roll-call vote:

AYES: Hill, Ponciano, Conrado and Vaca.

NOES: None.

ABSENT: Reiche.

DISCUSSION ITEMS

22. Update on Recreation and Events

City Manager Cain reported on the new online platform for city recreation sign-ups. He provided updates on upcoming city events. He mentioned Hickel and Hickel sponsored a free “Community Swim Day” for Saturday. Council asked Cain how someone or a business could donate for a “Free Swim Day”. Council Members Ponciano, Conrado, Hill and Vaca each donated \$300 to have four more “Free Kids Swim Days”.

23. Council/Staff and City Manager Reports

City Manager Cain stated typically the Mayor can set up the meetings, as he/she sees fit. After the council shared their recommendations and comments, they asked for staff feedback.

Public Comments: City Treasurer Kelley questioned why council wouldn’t want to hear from their staff and elected officials?

Susan Meeker, Williams Pioneer Review shared why she was in favor of staff comments.

Kristin Amsden shared why she was in favor of staff comments/reports.

ACTION: The consensus of Council was to add "Staff Comments" to Council Member and City Manager Reports for future agendas.

24. Update on Business Licenses

City Manager Cain explained the current Ordinance will be brought back for an update.

25. Grants Dashboard

Grant Writer Fernanda provided a handout of the Grants Dashboard summary. She will be posting grant information on the city's website soon.

FUTURE AGENDA ITEMS

- Provide a financial update on the city's expenses on the Pirelli building.
- Move forward to apply the two-mile rule for all commissions.
- Pursue a City Advisory Committee that pertains to cannabis.

ADJOURNED at 7:50 PM