

**RIO DELL CITY COUNCIL
REGULAR MEETING
SEPTEMBER 19, 2017
MINUTES**

The regular meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Wilson.

ROLL CALL: Present: Mayor Wilson, Mayor Pro Tem Johnson, Councilmembers
Garnes, Marks and Strahan

Others Present: City Manager Knopp, Finance Director Woodcox, Interim
Chief of Police Beauchaine, and City Clerk Dunham

Absent: Community Development Director Caldwell and Water/
Roadways Superintendent Jensen

CEREMONIAL MATTERS

Proclamation Declaring the Week of September 17-23 as Constitution Week

Mayor Wilson read the proclamation declaring the week of September 17-23 as Constitution Week and presented it to a representative from Daughters of the American Revolution Constitution Committee.

Mayor Wilson noted that as a side note, the Rio Dell City Council is part of the minority with regard to reciting the Pledge of Allegiance at the beginning of each meeting.

PUBLIC PRESENTATIONS

Nick Angeloff provided an update on Chamber of Commerce activities and said that he provided the City with the necessary paperwork to receive the sculpture grant from the McLean Foundation and the City should be receiving the \$1,500 check soon. With regard to the \$1,500 grant from the Headwaters Fund, there will be a slight delay pending submittal of some additional paperwork.

He also reported that the Christmas cutouts were coming along with a total of six being painted thus far. He noted that the painting is time-consuming and welcomed any volunteers that would like to help. He said with regard to the City's contribution toward the decorations, the Chamber will be submitting one invoice to the City for reimbursement of supplies rather than individual invoices.

Dave Griffith addressed the Council and said that he had previously asked that the City crew clean up the grass and weeds along the City right-of-ways adjacent to the sidewalks and noted that Monument Road is in dire need.

City Manager Knopp noted that City crews do weed maintenance along Wildwood Ave. regularly however; there have been some damages that have occurred to private properties

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such as broken windows with weed eating activities. He pointed out that maintenance of sidewalks and the adjacent areas are the responsibility of the property owner.

Amanda Shelton addressed the Council regarding ongoing efforts to construct a skateboard park in Rio Dell noting that their group has meet with the City Manager, the Rio Dell School District and conducted several fund raisers. She said in moving forward, they are seeking support from the City in locating and acquiring suitable property for development of the skateboard park and asked the item to be placed on the next agenda for further discussion.

Consensus of the Council was to bring the matter back to Council on the October 3rd agenda.

Cheryl Short addressed the Council regarding adoption of the Recreational Cannabis Ordinance at the last meeting and said she was the only citizen present and expressed concern that most citizens were not properly notified so there was not adequate public input on the subject.

Mayor Wilson explained that the ordinance was properly noticed; first for the introduction of the ordinance at the August 15, 2017 meeting then for the final adoption at the September 5, 2017 meeting including the required public hearings.

CONSENT CALENDAR

Councilmember Strahan asked that consent calendar item (4) be removed for separate discussion. Likewise, Mayor Wilson removed item (3).

Motion was made by Johnson/Garnes to approve the remaining consent calendar including minutes of the September 5, 2017 regular meeting; Pay Request No. 7 for the Metropolitan Wells Project in the amount of \$329,717.16; and to receive and file the check register for August 2017. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Resolution No. 1358-2017 Year-End Transfer and Amending the Operating Budget for FY 2016-2017

Councilmember Strahan questioned the \$42,218 increase in Sewer Operations appropriations and whether it was due to a shortfall in sewer revenue.

Finance Director Woodcox explained that it had to do with unavoidable sewer expenditures for FY 2016-17 noting that \$20,278 was for equipment repairs and \$21,940 for sewer plant permit renewal testing which is required every five (5) years by the State Water Resources Control Board.

Motion was made by Strahan/Johnson to approve Resolution No. 1358-2017 *Year-End Transfer and Amending the Operating Budget for FY 2016-2017*. Motion carried 5-0.

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Resolution No.1357-2017 Adopting an Amended City Master Salary Table

Mayor Wilson referred to the Salary Table under *Contract Employees* and noted that there are only two (2) salary steps for the City Manager and Chief of Police positions rather than three (3) as there were previously.

Finance Director Woodcox noted that there was apparently an error with her spreadsheet and agreed to make the correction and bring it back on the next agenda.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Mayor Wilson changed the order of the agenda and moved discussion on recruitment of Police Chief after the two resolutions to give GHD the opportunity to present their items first.

ORDINANCES/SPECIAL RESOLUTIONS

Approve Resolution No. 1359-2017 Authorizing the City Manager to execute Change Orders as necessary and file Notice of Completion for the Metropolitan Wells Project

City Manager Knopp distributed a supplemental memo from GHD to update the Council on the budget status of the Metropolitan Wells Project. The update included a breakdown of funding sources and the estimated remaining funds; a breakdown of project costs within the various funding categories; a summary of approved change orders; and a summary of estimated costs for pending change orders.

He noted that construction on the Metropolitan Wells Project is approximately 95% complete and Water/Roadways Superintendent Jensen was at the site today with consultants and pump manufacturers debugging the system and performing State mandated testing. He said there are some minor changes to the project and with the October 3rd deadline for completion approaching, staff is requesting additional flexibility to order and execute remaining change orders and coordinate with the three (3) funding agencies in addition to suppliers and contractors. The proposed resolution authorizes the City Manager to execute change orders as necessary and file the Notice of Completion for the project.

Discussion continued regarding the remaining contingency and additional change orders to include an emergency generator, additional exterior lighting, additional asphalt paving and electrical heaters for the exterior motors.

City Manager Knopp indicated that the emergency generator is one of the items requested by staff and although it is still on the priority list of items the other items need to be accomplished first.

He said the recommendation is to authorize the City Manager to execute change orders as necessary up to the contingency amount and file the Notice of Completion on the project.

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He noted that Rebecca Crow from GHD was present to answer any questions the Council may have.

City Manager Knopp continued with review of the pending change orders and said staff had requested some additional exterior lighting at the rear of the building; additional wiring for additional features to the equipment; minor fencing and drainage modifications; as well as the portable backup generator. He said the estimated cost for these items is between \$62,500 and \$77,500 and as such, there will likely be a need for an additional \$10,000 to \$20,000 to complete the project, barring any other unforeseen problems.

He indicated that staff will return to the Council with a quote for the generator and a corresponding budget amendment request if necessary.

Mayor Pro Tem Johnson commented that he stopped by the site and took a brief tour and said everyone should be celebrating the fact that the City invested \$57,000 and is getting a nearly \$2 million project completed which will serve the City for many years. He said one of the great things about the design is that the wells will be able to be turned on and off with a smart phone and said he would hope to see a field trip to the site conducted once things are up and running. He added that the proposed resolution is minor in nature and recommended adoption.

Councilmember Garnes agreed and said the Council has been kept up to date on the status of the project and that staff needs to be able to move forward.

Mayor Wilson said according to GHD's estimate, there is approximately \$80,000 remaining in the construction contingency and asked if that number is correct.

City Manager Knopp explained that the estimate was preliminary and since then GHD and staff has narrowed down the numbers and the current contingency balance is just under \$58,000 after subtracting the four (4) pre-approved change orders identified under Table 3 in GHD's memo.

Councilmember Strahan referred to the four (4) change orders totaling \$18,570.62 which were already taken out of contingency and asked if the remaining items on Table 4 at \$62,500 - \$77,500 are the final items to come out of contingency.

City Manager Knopp explained that the City was able to bill USDA for other additional costs associated with the project.

Rebecca Crow clarified that the \$18,570.62 was already taken out of the contingency and the costs identified on Table 4 will also be taken out of the \$58,000 remaining in contingency.

She said the City submitted the first reimbursement claim in September and the Finance Director went back and identified some costs the City expended that were not eligible for grant

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reimbursement. Because they were actual costs associated with the project they were applied toward the City's \$57,000 required match. She said when those dollars were added into the project, money had to be moved from the contingency to backfill the City's dollars to make up the difference which explains the difference in Steve McHaney's estimated contingency of \$80,000 and the \$58,000.

Councilmember Strahan asked for clarification that the balance in the contingency is \$58,000 yet the recommendation is to spend \$68,000 to \$77,000.

City Manager Knopp explained that the estimate includes the purchase of the standby generator which is not an immediate requirement of the project. He said staff can come back to the Council sometime in October after all of the other change orders are taken care of and consider the generator purchase at that time if it requires a city contribution to pay for it.

Rebecca Crow noted that there is some flexibility with the project in that USDA is the only funding agency with the October 3rd deadline for completion.

Discussion continued regarding discrepancies within the contingency.

Mayor Wilson commented that at the last meeting, the contingency was reported at \$111,719 and now it's being reported at \$58,000 and there doesn't seem to be the detail to back it up. He said that he is not diminishing anyone's integrity or diminishing the project but would like to know the specifics on why the number changed.

Rebecca Crow explained that the contingency is not just for construction costs but for the larger part of the project. She noted that the City has been very efficient in identifying not only historic costs for the USDA portion but even previous to that, dollars spent on expenditures related to the project.

Finance Director Woodcox explained that USDA approved some costs that the City could apply toward the \$57,000 match and that is how this wound up going over budget. She said when GHD was doing their budgeting they didn't realize the City was holding \$30,000 in USDA approved costs so there was basically a gap in information between GHD and the City.

Rebecca Crow noted that the USDA reimbursement comes with a by-the-penny accounting of every single dollar applied to the project. She said Finance Director Woodcox has a spreadsheet by category and funding source of every invoice related to the project and part of the discrepancy with the contingency is that the City has reclaimed a lot more in historic costs than was originally anticipated.

Finance Director Woodcox said another reason is that from an engineering perspective and an accounting perspective there was mis-information regarding the amount the City was holding. She added that she didn't know about GHD's (Rebecca's) contingency budget and when she

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looks at things she looks strictly at grants and straight dollar amounts whereas Rebecca is looking at construction costs and tasks involved in the project.

Rebecca said in the end it is beneficial to the City because the costs invoiced to the City have now become reimbursable putting more dollars back to the City that might not have if that accounting had not been done. She said on the flip side it has created a convoluted story of what happened to the contingency but reassured the Council that every dollar can and has been tracked.

City Manager Knopp explained that the effort with the memo is to update the City Council and be as transparent as possible regarding the status of the project. He said staff can certainly distribute spreadsheets with all the detail as the Mayor requested.

He further clarified that the project is not over budget and if the generator is included which is an ideal add-on but critical to the project, the projected overrun will be around \$20,000. Essentially by adding it on, the City will be paying \$20,000 for a \$60,000 - &70,000 generator. He reiterated that the decision regarding the generator can be made at a later date. The authorization for staff to approve the change orders would include everything except the generator and would not exceed the current contingency amount.

Motion was made by Johnson/.Garnes to approve Resolution No. 1359-2017 *Authorizing the City Manager to Execute Change Orders as Necessary within the Remaining Project Contingency and Further Authorizing the City Manager to File a Notice of Completion for the Metropolitan Wells Project*. Motion carried 5-0.

Approve Resolution No. 1360-2017 Approving a Scope of Services with City Engineer, GHD, Inc. for Plans and Specifications and Estimates and Other Services Related to the Active Transportation Program (ATP) Grant with further Authorization for the City Manager to Execute
City Manager Knopp provided a brief recap of the grant program and said in May of 2014 the City made application for the Active Transportation Program's (ATP) Cycle 1 round of funding but did not score high enough to be awarded the grant. In 2015, the City made amendments to the original Cycle 1 ATP application with coordination of GHD to include a public education component and modifications to the off-ramp of US 101 and scored high enough to receive funding under the Cycle 2 round of funding. He explained that the State creates these grants with specific requirements in terms of statewide goals and what the City is attempting to do is use those grant dollars to provide as much benefit as possible to the community.

He said David Caisse from GHD was here to give a presentation on the ATP grant and give the Council and the public the opportunity to make any other requested modifications to the preliminary design of the project that were not identified through the prior public meetings.

David continued with an overview of the proposed improvements, programming phases, public comments from prior public meetings, project amendments within the scope of the grant, and next steps.

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He pointed out that the grant was awarded for \$1,533,000 and requires no city match however; any changes that impact the scope of the grant agreement must come with Caltrans approval and any work outside the scope becomes the City's responsibility.

He noted the primary project improvements include intersection improvements, bike lanes on Belleview Ave., Wildwood Ave. and Davis St., and curb ramp improvements.

He said the first phase of the project is PA&ED (Project Approval & Environmental Document) which is where the project is now.

He continued with review of the comments that came out of the second open house that was held in coordination with the Rio Dell School District on September 13th. The comments included:

- Extension of sidewalks on Eeloa Ave. toward CC Market;
- Improvements to Streetscape along Belleview Ave. adjacent to Highway 101;
- Keeping the Eeloa Ave. and Scenic Way intersection open and not so restrictive;
- Eliminating the pedestrian refuge island at Belleview Ave. and Wildwood Ave.
- Under the school educational component to encourage students to use the multi-use path along Wildwood Ave. rather than the bike lanes;
- Sidewalks are needed more than bike lanes

David elaborated on the \$36,000 non-infrastructure component of the grant to include such things as a bicycle rodeo and educational training to encourage kids to use bike lanes.

He said with regard to the comment that sidewalks are needed more than bike lanes, as City Manager Knopp indicated, there is some flexibility with regard to design of the project but any major changes or loss of benefit impacting the scope of the grant must go back to Caltrans for approval and the City could potentially lose funding. He explained that he went through the list of comments and eliminated items not relevant under the scope of the project including improvement to the Streetscape along Belleview Ave., elimination of the pedestrian refuge island at Belleview and Wildwood, and additional sidewalks.

David said the remaining item under the PA&ED Phase is to complete the preliminary design and submit the PS&E allocation request which was originally scheduled to be submitted in September but has tentatively been pushed off until December because public meetings are still being conducted. He noted that up to 20% of the Right-of-Way (\$100,000) can be transferred into other phases such as Construction or Non-Infrastructure and if that is the plan, it needs to be requested. He said the non-infrastructure phase can technically be submitted now but recommended it be held off until spring as it goes hand-in-hand with the construction phase. He said construction funds are expected to be expended in 2018-2019 with construction to begin in April 2019.

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The recommendation was to approve the preliminary design with minor modifications and approve the resolution approving the Scope of Services with GHD for plans, specifications and estimate, utility and right-of-way engineering, non-infrastructure component, and construction engineering services for the ATP grant.

David suggested the possibility of the City seeking other grant opportunities for construction of sidewalks or other needed improvements.

Mayor Wilson commented that he understood the School District was going to have input on the design of the project early on but in moving forward, statistics show that only 3% of kids ride bikes to school and 30% walk to school. One of the stated goals is that when this is done it will increase biking and walking to 75%.

He said he would like to work towards getting more sidewalks constructed and perhaps the City can allocate some funds and add some sidewalks adjacent to where others are going in and save money by utilizing the same contractor.

David commented that a map of sidewalks in the city would be helpful because sometimes there may be a short stretch of 200 feet that would connect multiple lots and have a full block of sidewalks.

Councilmember Strahan questioned who was involved in early discussions of the project and who determined sidewalks were not needed.

David stated that he actually went back and found letters of support for the project from the Mayor, Chief of Police, School District, School Board, Parent/Teachers Association, Chamber of Commerce, and Rio Dell Fire Department; all of which were aware of the plan for bike lanes when supporting the project. He noted there was a lot of local support as well including Caltrans, HCAOG and the County Department of Health.

Councilmember Strahan recited from a website the goal and purpose of Safe Routes to School projects and said it focuses on health and active transportation including biking as well as walking. She indicated that she would like to do it together so wherever there is a bike lane there is also a sidewalk. She said that is what kids need to get them elevated off the street for their own safety.

David pointed out that the cost of bike lanes is pennies compared to the cost of constructing sidewalks and with \$1.5 million eliminating bike lanes will only pay for a very small portion of sidewalks and reiterated that there are other grant opportunities for sidewalk construction projects the City can pursue.

Mayor Wilson opened the public hearing to receive public input on the proposed project.

Joe Enes asked if the plan includes bike lanes on one or both sides of Belleview Ave.

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Jacqueline Wilson agreed with improving the Streetscape along Belleview Ave.

Mayor Wilson commented that his hope is that everyone learned from this process and next time makes a more assertive effort to get notice out to the community.

Councilmember Strahan asked the City Manager if he was involved in the process from the beginning and if he had consulted anyone regarding bike lanes versus sidewalks.

City Manager Knopp stated that he was only involved in the process for Cycle 2 funding and explained how the ranking system works for scoring points to become eligible for funding. He said the focus in the beginning was on the intersection at Eeloa Ave. and Scenic Way then improvements to the Highway 101 off ramp was added and the pedestrian safety zone at Belleview and Wildwood. He said this was an area where there was a fatality about 2 years ago involving a Rio Dell resident in a wheel chair.

Mayor Wilson said regarding the off ramp, the Council discussed it extensively and it got incorporated and noted that grant funds were already secured at the time of that accident.

City Manager Knopp noted that the off ramp has been a long standing issue to correct as it was not well designed and in the opinion of Chief Hill is the most dangerous intersection in the City. He said it is the logical progression for work on Wildwood Ave.

He further explained that several transportation programs including Safe Routes to School were consolidated into one program, the Active Transportation Program (ATP) so this grant is not strictly a "Safe Routes to School Grant." He said the ATP program encourages increased use of active modes of transportation such as biking and walking and it is a competitive grant where local projects are scored against a series of statewide priorities and criteria and grants are awarded on a point's basis.

He said if the City Council would like to see more dollars appropriated towards sidewalks, the Council can certainly direct that to occur but what staff is trying to do is make sure the City is in compliance with the grant, pull down those dollars and get these much needed improvements done. He thanked David for taking on this project where someone else left off and that he has done a remarkable job moving the project forward.

Mayor Wilson closed the public comment period and called for a motion.

Motion was made by Johnson/Garnes to approve the preliminary design with minor modifications and adopt Resolution No. 1360-2017 *Approving the Scope of Services with GHD, Inc. for Plans, Specifications & Estimates (PS&E), Utility and Right-of-Way Engineering, Non-Infrastructure Component and Construction Engineering Services for the Active Transportation Program Grant.*

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Councilmember Strahan stated that she had asked about the specifications of the bike lanes and whether they would be 4 feet or 5 feet in width.

David responded that he was correct in his response to her at the school public meeting and stated that it is 4 feet whenever there is a shoulder to run off of but where there is a vertical curve with gutter it is 5 feet. He noted that this comes from Section 300 from the Highway Code and agreed to forward her link to the website.

Francesca Cumero asked if anyone thought to ask parents why only 3% of kids ride bikes to school whereas 30% walk to school. She questioned whether it was a financial issue and if it would help to provide some sort of financial assistance or if parents feel it's a safety issue.

Mayor Wilson noted that one of the teachers at the school took pictures at various times of the bike racks and of the 320 students in both schools only 16% of them had bikes in the racks on those days. He said the hope is to increase the percentage from 33% to perhaps 75% for kids riding or walking to school noting that at this point 50-60% of kids are driven to school. He said the Council will take note of her comments and pursue the issue.

Motion then carried 5-0.

Discussion on Recruitment for Police Chief

City Manager Knopp provided a brief staff report and said at the request of the Mayor; the procedures for the appointment of a Chief of Police were agenized for further review and discussion.

He quoted the relative verbiage under Chapter 2.25.050 of the Rio Dell Municipal Code (RDMC) which reads: *"Appointment of Chief. The City Manager shall appoint a Chief of Police after coordination and confirmation of the Council to serve in compliance with existing law, ordinance, resolution, City personnel rules and a memorandum of understanding."*

Mayor Wilson stated that the Council came to a decision on the creation of an Ad Hoc Committee consisting of the Mayor and Mayor Pro Tem and said the way he interprets the code is that at the end of the day the City Council ultimately confirms the appointment of a Chief of Police. He commented that recruitment of a Chief of Police is not something that is done frequently in the City and his personal opinion is that the City Council should own this decision.

He said the last recruitment was in 2004 when Chief Hill was appointed and deferred to Julie Woodall as to how the recruitment was done then since she was on the City Council during that time.

Julie commented that the Council was involved in the interview process and collectively made the decision.

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Mayor Wilson said what he would like to see provided if it is legal, to follow the process as defined, discuss the recommendation of the Ad Hoc Committee in closed session with the Council and the City Manager and hopefully come to a collective decision then place it on the on the next consent calendar to confirm the appointment. He said hopefully there would be no debate in a public forum about the pros and cons of the candidates.

Mayor Pro Tem Johnson said the way he envisions the process is to have a four (4) member interview panel consisting of the City Manager, Mayor, Mayor Pro Tem and a law enforcement expert such as a current or retired chief or sheriff; review applications, conduct interviews, and come to a consensus on the selection with confirmation of the City Council without participating in the interview process.

City Manager Knopp interjected that he is coordinating with the Council through the Ad Hoc Committee and they talked about some of the decisions they've made up to this point in the process and felt everyone understood why these decisions were being made. He said as the process moves forward he would absolutely want buy-in from the Council on any Police Chief selection as it is probably one of the biggest decisions any city manager or city council has to make for the primary service delivered to the community. He said in moving forward he is trying to schedule the interview process with the Ad Hoc Committee and certainly will be sitting down and discussing what the best options are. He said at the end of the day, the City Manager has to make a recommendation to the full City Council in closed session and the Council will be voting on that recommendation and providing direction to the City Manager. He said it is certainly not in the best interest of any city manager to be submitting a candidate that is not going to receive full confidence of the council noting that the results of that vote should remain confidential for the City Council's sake and the sake of the process itself. He said the City Manager will receive feedback from the Council at that point and either proceed with hiring or go back and possibly conduct more interviews or re-fly the position. He said as he interprets the Rio Dell Municipal Code, that is the process and what they are required to follow.

He commented that if the Council wants to amend the ordinance to change the appointment process they can do so but it is a fairly lengthy process.

Councilmember Strahan asked if the Council as a whole can be the Ad Hoc Committee.

City Manager Knopp explained the purpose of the Ad Hoc Committee and said there are Brown Act concerns regarding the full Council being on the committee. He said having the City Manager work with two members of the Council and coordinating with the full Council is a more efficient process.

Consensus of the Council was to proceed as recommended.

Mayor Wilson called for public comment on the process.

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Julie Woodall commented that if she were on the Council she would not like that process as candidates would be eliminated before other council members even got to look at the applications. She said when Pat Medina was appointed as Chief she recalls the entire Council reviewing all of the applications in closed session. She said if there is some way to involve the entire Council in the full process it would be best because the way it is now, three of the Councilmembers may only have a choice of two applicants whereas the other two Councilmembers have the choice of all applicants.

Councilmember Strahan felt that all members of the Council should be involved in the interview process and suggested staff obtain a legal opinion from the City Attorney on the process; particularly if the Council can conduct interviews in closed session

City Manager Knopp commented that the City Attorney could be invited to attend the next meeting however; reminded the Council that the RDMC does state that the City Manager shall make the appointment and also reminded them that once a recommendation is made by the City Manager, the Council as a whole has to confirm the appointment. He added that several applications were received for the position and it is not necessary to bog the process down by allowing the Council to interview each and every candidate. He pointed out that ultimately it will be the City Manger's responsibility for overseeing the Chief and he will be held accountable for that. He said the process will be transparent and they will explain to the Council what decisions were made and why they were made and if the Council as a body doesn't like the decisions, they don't have to confirm the appointment.

Councilmember Strahan reiterated that all the councilmembers live in the city and at some point they all will have to deal with the Police Chief and agreed with the Mayor that they all should be part of the interview process.

Councilmember Marks stated that he was on the Rio Dell School Board for many years and when they hired a new superintendent they formed an Ad Hoc committee to review the applications and make a recommendation to the Board so he doesn't see a problem with the City following the same process. He added that he trusts their judgement and supports the process as it is.

Councilmember Garnes commented that the more people involved in coming to a consensus the harder it is and close to impossible for these five members to come to a collective decision so she is going to trust the Ad Hoc committee consisting of the Mayor and Mayor Pro Tem to work with the City Manager and make the best recommendation for the City. She said if she or another council member has discomfort with the recommendation, they can express their concern in closed session. She questioned where the Council goes from here if they don't trust the Ad Hoc committee to make the right decision.

City Manager Knopp stated that he thinks the language in the code stands but if the Council would like clarification, staff can ask the City Attorney to draft a memo regarding the process

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and potential Brown Act implications, the interview process and if something needs to be agenized staff can bring the matter back on the October 3rd agenda. He noted the earliest confirmation of the Police Chief will probably be October 17th.

The consensus of the council was to obtain a legal opinion from the City Attorney as suggested.

REPORTS/STAFF COMMUNICATIONS

City Manager Knopp distributed a written City Manager Update of recent activities and events (Attachment 1 to these minutes) and said scheduled for the November 7th meeting is a presentation from the Employment Development Department (EDD) on the 2017 Edition of the Targets of Opportunity Study of the regional economy; provided a brief update on the ADA Porch Project; said staff will be working on compliance with the requirements of the Road Maintenance and Rehabilitation Act funding that has recently become law; said staff is working with the Dan McCauley in efforts to get a signed contract and move forward with the sculpture project; staff will be acquiring a quote for street sweeping services from Recology for semi-regular street sweeping; reported on the E-Waste collection event held on September 16th; and provided a brief update on the Metropolitan Wells Project with the project more than 95% complete.

Mayor Wilson noted that there are only six (6) remaining Council meetings for the year and there are some priority items the Council might want to look at. He suggested staff work on scheduling that discussion. He acknowledged that Mayor Pro Tem will be away on a scheduled hunting trip and suggested the City Manager send out an email to members to see if everyone will be available for the upcoming meetings barring any unforeseen circumstances.

He also asked about the status of the City's website in which City Manager responded that staff simply hasn't had time to get everything uploaded to get it launched.

Mayor Wilson suggested staff consider hiring someone to input the information if necessary. He also questioned the schedule to promote the Cannabis Tax Measure and asked when information will be going out to the community. He said the focus needs to be on the positive aspects of what the revenue can do for the City and suggested the idea of agenizing an item to discuss potential ideas for spending the money.

City Manager Knopp stated that staff will be putting out a newsletter prior to the November election strictly as informational and including potential impacts. He said the ballot measure explains how the money can be spent and he doesn't want to bind the Council's hands with a particular commitment. He clarified that the tax is a general tax and wants to make sure the status is not raised to the level of a special tax by identifying a specific purpose for the tax revenue. He said the appropriate time to discuss the tax revenue is after the election.

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Finance Director Woodcox reported on recent activities and events in the finance department and said the auditors arrived and are here working on the FY 2016-2017 audit and reminded the Council that she put the Streets Variance Report Budget in their mailboxes as requested by Councilmember Strahan. She also noted that staff was set up in the Council Chambers to receive payments and wait on customers with the main entrance closed off for the porch construction noting the payment drop box will be unavailable until the construction is completed at the main entrance.

Interim Chief of Police Beauchaine reported on recent activities and events in the police department and said the department documented 112 calls for service, took 26 incident reports, 15 of which resulted in arrest, transported 15 dogs to Miranda's Rescue, and announced that Officer Valk will be in Merced the following week participating in a Field Training Course.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Johnson reported on Thursday's HCAOG meeting and said the Board will be discussing potential use of the money that typically goes to the call boxes. He explained the revenue is generated from vehicle registration fees with \$1.00 per year per vehicle registration going to HCAOG. He said there are well over 100,000 vehicles registered and HCAOG maintains 100 or so call boxes between Highways 101 and 299 and it costs approximately \$50,000/yr. to maintain that program. As such, they have built up a surplus of \$1.6 million and he will be proposing to the Board that a good portion of that money be used to do some more enforced enhancement on the safety corridor between Eureka and Arcata. He said any councilmember or concerned citizen who would like to attend and support the proposal can attend the meeting on Thursday, September 21st at 4:00 p.m. in the Eureka City Council Chambers.

He also reported on his attendance at the annual League of California Cities Conference in Sacramento and said there were approximately 1,800 people in attendance representing cities statewide. He said there were a lot of excellent seminars and that he was able to attend six or so of them. One of the seminars was on law enforcement and he learned that a camp on the river bar is essentially a man's home and an officer must knock and announce who he/she is before entering.

Also, one of the Councilwomen from Bakersfield provided a handout on "In God We Trust America" and requested an item agendaized for the October 3rd meeting discussion and consideration of displaying a "In God We Trust" plaque in the City Council Chambers.

He added that councilmembers not only get smarter by attending the League conferences but make some great contacts which is great for the City.

Mayor Wilson asked for a consensus of the Council to place the item on the agenda in which all members agreed.

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Councilmember Garnes reported that she also attended the LOCC conference and really enjoyed it. She said she went to a lot of different workshops and brought back valuable information that she shared with the City Manager.

She reported that the opening keynote speaker was the first female helicopter fighter pilot in the U.S. Marines and said her presentation was very inspiring. One of the things she talked about was to be gutsy, live gutsy and don't be afraid.

She commented that as a Council they shouldn't be afraid to be leaders and one of the things she got out of that session was the importance for the Council to have a team building exercise to come together as a body and try to build some kind of cohesiveness between each other so they can actually move the City forward in a positive way. She said when everyone is all over the place they don't take the time to get together to really knowing each other in effort to learn how to work together as a team. She said she thinks that is one of the most important things the Council can do considering the Brown Act restrictions noting that the way to get to really know someone doesn't mean it has to involve talking about City business.

Mayor Wilson was in favor of the idea.

Mayor Wilson then reported on his attendance at the Redwood Coast Energy Authority (RCEA) meeting and said they are looking at doing some interesting things with the money coming in from the CCE Program. He noted that the opt out of the program is around 5% as opposed to 10% as anticipated and one of the projects they are looking at investing in is a solar unit at the Eureka-Arcata Airport to feed back into the grid.

Councilmember Strahan commented that one of the suggestions made during the meeting at the school on the ATP Project was to put in a crosswalk from Riverside to Painter St. and at Painter St. and Ireland Ave.

City Manager Knopp stated that there is some money budgeted for street painting this year so that request will be noted.

Councilmember Strahan also asked if water meters are currently being read or if customers are billed for average usage and mentioned there was a resident experiencing an abnormally high usage.

City Manager Knopp explained that meters are read monthly and if someone has a complaint about a high reading staff is sent out to verify the reading and investigate the problem as thoroughly as possible. If a leak is determined to be on the property side of the meter, the property owner is ultimately responsible for the repair.

Councilmember Strahan also asked if the weed eating and mowing had been scheduled on Monument Road as Mr. Griffith requested.

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City Manager Knopp explained that the area he was referring to is areas adjacent to sidewalks which is technically the responsibility of the property owner to maintain. He said the City crew does spray weed killer from time to time in those areas. He reiterated that weed removal in those areas has caused some damage requiring the City to assume the cost to replace broken windows. He suggested putting something in the next City Newsletter to encourage residents to take responsibility for maintaining those areas.

Councilmember Strahan asked if there was a plan for putting the sidewalk mapping plan on the agenda for further discussion.

Mayor Wilson said he would expect to see the item on an agenda in early 2018.

Mayor Wilson asked if the weed removal along sidewalks is a nuisance abatement issue.

Interim Chief of Police Beauchaine noted that he has actually gone to resident's homes and asked them to clean up their property and would be willing to meet with Mr. Griffith and discuss the issue with him.

ADJOURNMENT

Motion was made by Johnson/Garnes to adjourn the meeting at 8:53 p.m. to the October 3, 2017 regular meeting. Motion carried 5-0.

Frank Wilson, Mayor

Attest:

Karen Dunham, City Clerk