CITY OF CITRUS HEIGHTS
CITY COUNCIL
Special/Regular Meetings of Thursday, February 23, 2017
City Hall Council Chambers
6360 Fountain Square Dr., Citrus Heights, CA
Special Meeting 5:00 p.m.
Regular Meeting 7:00 p.m.

PLEASE NOTE: The Council may take up any agenda item at any time, regardless of the order listed. Action may be taken on any item on the agenda. The City Council has established a procedure for addressing the Council. Speaker Identification Sheets are provided on the table inside the Council Chambers. If you wish to address the Council during the meeting, please complete a Speaker Identification Sheet and give it to the City Clerk. So that everyone who wishes may have an opportunity to speak, there is a five-minute maximum time limit when addressing the Council. Audio/Visual presentation material must be provided to the City Clerk’s Office at least 48 hours prior to the meeting.

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 at City Hall located at 6360 Fountain Square Drive, Citrus Heights during normal business hours. Email subscriptions of the agenda are available online by signing up with the City’s Notify Me service.

City Council meetings are televised live on Metro Cable 14, the government affairs channel on the Comcast, Consolidated Communications, and AT&T U-Verse cable systems and replayed on the following Monday at 9:00 a.m. Meetings are also webcast live at www.citrusheights.net.

The Agenda for this meeting of the City Council for the City of Citrus Heights was posted in the following listed sites before the close of business at 5:00 p.m. on the Friday preceding the meeting.

1. City of Citrus Heights, 6360 Fountain Square Drive, Citrus Heights, CA
2. Rusch Park Community Center, 7801 Auburn Boulevard, Citrus Heights, CA
3. Sacramento County Library, Sylvan Oaks Branch, 6700 Auburn Blvd., Citrus Heights, CA

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk’s Office 916-725-2448, 6360 Fountain Square Drive at least 48 hours prior to the meeting. TDD (hearing impaired only) 916-725-6185.

February 17, 2017

Amy Van, City Clerk

Printed on Recycled Paper
CALL SPECIAL MEETING TO ORDER

1. Roll Call: Council Members: Bruins, Daniels, Turner, Miller, Slowey

PUBLIC COMMENT

STUDY SESSION

2. Workshop to discuss the use of the City Hall Community Room and to discuss potential plans for the City Hall Rose Garden

3. Workshop to discuss Animal Services Shelter options

ADJOURNMENT

CALL REGULAR MEETING TO ORDER

1. Flag Salute:

2. Roll Call: Council Members: Bruins, Daniels, Turner, Miller, Slowey

3. Video Statement

APPROVAL OF AGENDA

PRESENTATIONS


5. Economic Development Support Sponsorship for Chairman’s Circle Sponsorship – Chamber of Commerce

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES
**PUBLIC COMMENT**
Under Government Code Section 54954.3, members of the audience may address the Council on any item of interest to the public and within the Council’s purview, or on any Agenda Item before or during the Council’s consideration of the Item. 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.

**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 Regular Meeting of January 26, 2017

7. **SUBJECT:** Amendments to the Citrus Heights Municipal Code Relating to the Term of Members of the Planning Commission and History and Arts Commission – Second Reading  
   **STAFF REPORT:** A. Van  
   **RECOMMENDATION:** Adopt Ordinance No. 2017-001 An Ordinance of the City of Citrus Heights Amending Sections 2-264 and 2-271 of the Citrus Heights Municipal Code Regarding the Terms of Members of the History and Arts Commission and Planning Commission

8. **SUBJECT:** Recognition of the Citrus Heights Non-Sworn Police Employees Association (NSPEA)  
   **STAFF REPORT:** R. Rivera  
   **RECOMMENDATION:** Adopt Resolution No. 2017- ___; A Resolution of the City Council of the City of Citrus Heights, California, Recognizing the Citrus Heights Non-Sworn Police Employees Association (NSPEA) to Negotiate Terms and Conditions of Employment for the Non-Sworn Police Employees Unit

**DEPARTMENT REPORTS**

9. **SUBJECT:** Wireless Telecommunications Facilities within Rights-of-Way  
   **DEPARTMENT:** Community and Economic Development Department  
   **DESCRIPTION:** Staff will provide information on Wireless Telecommunications Facilities deployments and provide an overview of potential ordinance amendments and other actions needed for the regulation of these systems within the City’s rights-of-way.

10. **SUBJECT:** Citrus Heights Pet Licensing Launch  
    **DEPARTMENT:** General Services Department  
    **DESCRIPTION:** Staff will provide an update on the City’s pet licensing program.
CITY MANAGER ITEMS

ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS

ADJOURNMENT
CALL SPECIAL MEETING TO ORDER

The special council meeting was called to order at 5:50 p.m. by Mayor Slowey.

1. Roll Call: Council Members present: Bruins, Daniels, Miller, Slowey
   Council Members absent: Turner
   Staff present: Boyd, Sherman, Van, Ziegler and department directors.

PUBLIC COMMENT

None

STUDY SESSION

2. Awareness Campaign Research Report

Community and Economic Development Director Sherman reported that the City embarked on the Awareness Campaign late last year. The City has partnered with Northstar Destination Strategies to develop the Awareness Campaign. The goal of the campaign is to develop and market a unique message and image that portrays the Citrus Heights of today and will be used to attract new families and individuals with buying power to reside here; attract consumers from surrounding communities to select Citrus Heights as their shopping and entertainment destination; and to attract new and surrounding businesses.

Ed Barlow with Northstar Destination Strategies gave a presentation on the research instruments utilized to gather data and information for the Awareness Campaign, which included a community survey, stakeholder/resident interviews, focus groups, undercover interviews, Sunday Funday poll, an Influencer Perception Study, a Consumer Awareness and Perception Study and a competitive positioning review. He highlighted the results of their research. He also presented the strategy platform statement that will be used to internally guide the development of the Awareness Campaign, “For those wanting the connectedness of a true community along with urban proximity, Citrus Heights, rooted in California’s Capital Region, is a new city with the timeless values of resourcefulness and pragmatism offering you the stability and support to realize your aspirations.”

By consensus the City Council supported the platform statement for the Awareness Campaign.

ADJOURNMENT

Mayor Slowey adjourned the special meeting at 6:42 p.m.
CALL REGULAR MEETING TO ORDER

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

1. The Flag Salute was led by Vice Mayor Miller.

2. Roll Call: Council Members present: Bruins, Daniels, Miller, Slowey
   Council Members absent: Turner
   Staff present: Boyd, Cooley, Daniell, Lawrence, Russo, Van,
   Ziegler and department directors.

3. The video statement was read by City Clerk Van.

APPROVAL OF AGENDA

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

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

PRESENTATIONS

4. Presentation of a Proclamation Proclaiming Sunday, February 26, 2017 as “Spay Day USA”

   Council Member Bruins read and presented the proclamation to Jodi Moeding with All About Pets.

   Alexis Raymond, Board President of the Sacramento Area Animal Coalition (SAAC), announced Spay Day 2017 will be held on February 26, 2017. On this day Sacramento area veterinary clinics and animal shelters will join SAAC to spay and neuter hundreds of dogs and cats belonging to income-qualified families on Spay Day Sacramento.

5. Report on Results of the 2016 Holiday Referral Program

   Support Services Manager Maravirov provided a presentation on the results of the 2016 Holiday Referral Program where they were able to help 75 adults and 234 children with food, clothes, toys, gift cards, beds and monetary donations.

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

Council Member Daniels provided a report from the Sacramento Metropolitan Air Quality Management District Board meeting.

Council Member Bruins attended the Sacramento Area Association of Realtors awards dinner. She provided a report from the Citrus Heights Police Activities League Board meeting.

Vice Mayor Miller provided a report from the Regional Transit Board meeting.
Mayor Slowey provided a report from the Citrus Heights Oversight Board meeting. He also provided a report from the League of California Cities Revenue and Tax Policy Committee meeting. He summarized a letter received from Dignity Health regarding the Medical Office Building which reiterated their commitment to the City and it is anticipated they will be executing the lease agreement within the next few weeks and will hold a groundbreaking ceremony soon thereafter.

PUBLIC COMMENT

David Stein introduced himself as an applicant for the History and Arts Commission and stated he would like to participate and promote cultural arts in Citrus Heights.

Connie Hardison introduced herself as an applicant for the Planning Commission and stated she wanted a way to serve her community.

Doug Broomell introduced himself as an applicant for the Planning Commission and stated he is interested in how the City develops and would like to participate on the Commission.

Marcel Weiland introduced himself as an applicant for the Planning Commission and would like the opportunity to serve the community.

CONSENT CALENDAR

6. **SUBJECT:** Approval of Minutes
   **RECOMMENDATION:** Approve the Minutes of the Special and Regular Meeting of December 8, 2016

7. Pulled for discussion.

8. Pulled for discussion.

9. **SUBJECT:** Audited Financial Statements and Compliance Report for Transportation Development Act Funds
   **STAFF REPORT:** S. Daniell
   **RECOMMENDATION:** Staff Recommends that the Council Accepts and Files the City of Citrus Heights Transportation Development Act Funds Audited Financial Statements and Compliance Report for Fiscal Year Ended June 30, 2016

10. **SUBJECT:** Annual Financial Audit Successor Agency to the Community Redevelopment Agency of the City of Citrus Heights
    **STAFF REPORT:** S. Daniell
    **RECOMMENDATION:** Staff Recommends that the Board Accepts and Files the Combining Statement of Net Assets and Changes in Fiduciary Net Assets for the Fiscal Year Ended June 30, 2016 for the Successor Agency of the City of Citrus Heights

11. **SUBJECT:** Quarterly Treasurer’s Report
    **STAFF REPORT:** S. Daniell
    **RECOMMENDATION:** Staff Recommends that the Council Receive and File the Quarterly Report for the Quarter Ending December 31, 2016
ACTION: On a motion by Council Member Daniels, seconded by Council Member Bruins, the City Council adopted Consent Calendar Items 6, 9, 10 and 11.

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

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

7. **SUBJECT:** Agreement with Kings Business, LLC for Supplemental Police Services  
**STAFF REPORT:** R. Lawrence / J. Russo  
**RECOMMENDATION:** Adopt Resolution No. 2017 - 006; A Resolution of the City of Citrus Heights, California, Approving an Agreement, with the Owner(s) of Kings Business, LLC and Authorizing the City Manager to Execute the Agreement

Council Member Daniels pulled Item 7 to receive a report from staff.

Chief Lawrence introduced Lieutenant Russo who would provide an overview of Item 7.

Lieutenant Russo stated the purpose of the agreement is to provide 16 hours per week of supplemental police services around the perimeter of Stone’s Casino.

ACTION: On a motion by Council Member Daniels, seconded by Council Member Bruins, the City Council adopted Resolution No. 2017 - 006; A Resolution of the City of Citrus Heights, California, Approving an Agreement, with the Owner(s) of Kings Business, LLC and Authorizing the City Manager to Execute the Agreement.

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

8. **SUBJECT:** Annual Financial Report City of Citrus Heights  
**STAFF REPORT:** S. Daniell  
**RECOMMENDATION:** Staff Recommends that the Council Accepts and Files the City of Citrus Heights Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016

Council Member Daniels pulled Item 8 to receive a report from staff.

Finance Director Daniell reported provided an overview of the financial highlights for the Fiscal Year ending June 30, 2016.

ACTION: On a motion by Council Member Daniels, seconded by Vice Mayor Miller, the City Council accepted and filed the City of Citrus Heights Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016.

AYES: Bruins, Daniels, Miller, Slowey
NOES: None
ABSENT: Turner
PUBLIC HEARING

None

REGULAR CALENDAR

12. SUBJECT: City Board and Commission Appointments  
   STAFF REPORT: A. Van  
   RECOMMENDATION: Staff Recommends the Following:

   a. Mayor Slowey and Council Member Daniels each nominate one regular member to serve on the Planning Commission and one regular member to the History and Arts Commission, whose appointments are subject to ratification by the City Council;
   b. Council Member Bruins nominate one regular member to fill an unexpired term on the History and Arts Commission, whose appointment is subject to ratification by the City Council; and
   c. The City Council nominate and appoint individuals for the remaining at-large appointments to the Planning Commission, History and Arts Commission and Construction Board of Appeals.

City Clerk Van presented the staff report.

Mayor Slowey announced his nomination of Christy DeCelle as a regular member to the Planning Commission.

ACTION: On a motion by Mayor Slowey, seconded by Council Member Daniels, the City Council ratified the appointment of Christy DeCelle to the Planning Commission for the term of January 26, 2017 to December 31, 2020.

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

Council Member Daniels announced his nomination of James Remick as a regular member to the Planning Commission.

Council Member Daniels made a motion to ratify the appointment of James Remick to the Planning Commission. The motion failed for a lack of a second.

ACTION: On a motion by Mayor Slowey, seconded by Council Member Bruins, the City Council appointed Jack Duncan and Marcel Weiland as At-Large Members of the Planning Commission for a term of January 26, 2017 to December 31, 2018.

   AYES: Bruins, Daniels, Miller, Slowey
   NOES: None
   ABSENT: Turner
Mayor Slowey announced his nomination of Sally Currington as a regular member to the History and Arts Commission.

**ACTION:** On a motion by Mayor Slowey, seconded by Council Member Bruins, the City Council ratified the appointment of Sally Currington to the History and Arts Commission for the term of January 26, 2017 to December 31, 2020.

| AYES: Bruins, Daniels, Miller, Slowey |
| NOES: None |
| ABSENT: Turner |

Council Member Daniels announced his nomination of Evie Turner as a regular member to the History and Arts Commission.

**ACTION:** On a motion by Council Member Daniels, seconded by Council Member Bruins, the City Council ratified the appointment of Evie Turner to the History and Arts Commission for the term of January 26, 2017 to December 31, 2020.

| AYES: Bruins, Daniels, Miller, Slowey |
| NOES: None |
| ABSENT: Turner |

Council Member Bruins announced her nomination of Larry Fritz as a regular member to the History and Arts Commission to fill an unexpired term.

**ACTION:** On a motion by Council Member Bruins, seconded by Mayor Slowey, the City Council ratified the appointment of Larry Fritz to the History and Arts Commission for the term of January 26, 2017 to December 31, 2018.

| AYES: Bruins, Daniels, Miller, Slowey |
| NOES: None |
| ABSENT: Turner |

**ACTION:** On a motion by Mayor Slowey, seconded by Council Member Bruins, the City Council appointed Mary Lou Anderson and David Stein as At-Large members of the History and Arts Commission for a term of January 26, 2017 to December 31, 2018.

| AYES: Bruins, Daniels, Miller, Slowey |
| NOES: None |
| ABSENT: Turner |

**ACTION:** On a motion by Council Member Bruins, seconded by Vice Mayor Miller, the City Council appointed Cathrina Dmytrow, Thomas Milton and Mitchell Tellez as At-Large members of the Construction Board of Appeals for a term of January 26, 2017 to December 31, 2020.

| AYES: Bruins, Daniels, Miller, Slowey |
| NOES: None |
| ABSENT: Turner |
DEPARTMENT REPORTS

13. **SUBJECT:** Available Shelter Beds and Navigator Program Update  
**DEPARTMENT:** R. Lawrence / K. Cooley

Development Specialist Cooley provided a report on the City and Police Department’s homeless response efforts. In last Fiscal Year 2015/2016 the Navigator was a pilot program in the amount of $10,000. Citrus Heights HART applied for a grant to do the program and at the end of the year the City realized 50% of clients were permanently or temporarily housed through this program. Because of these successes the Council elected to expand this to a full-time Navigator program. Funding for the Fiscal Year 2016/2017 full-time Navigator is supported with Community Development Block Grant, Community Support and Economic Development Support funds. To date 53% of the clients were permanently or temporarily housed. As the program progresses staff wanted to analyze what sort of resources may this program be relieving.

Chief Lawrence stated the Police Department conducts an annual homeless survey in April. The estimated homeless population in Citrus Heights is estimated at 192. The Police Department has identified 698 shelter beds and 106 units provided by 34 different emergency shelters.

City Council questions and comments followed.

CITY MANAGER ITEMS

None

ITEMS REQUESTED BY COUNCIL MEMBERS/FUTURE AGENDA ITEMS

Vice Mayor Miller requested a report on the CalPERS issues and the smoothing that they are going to be doing over the next five to eight years and the impact on Citrus Heights.

ADJOURNMENT

Mayor Slowey adjourned the regular meeting at 8:15 p.m.

Respectfully submitted,

Amy Van, City Clerk
DATE: February 23, 2017

TO: Mayor and City Council Members
    Christopher W. Boyd, City Manager

FROM: Amy Van, City Clerk

SUBJECT: Second Reading – Ordinance Amending the Citrus Heights Municipal Code Relating to Commissioner Terms

Summary and Recommendation
On February 9, 2017, the City Council introduced, read by title only and waived the first full reading of an Ordinance amending sections 2-264 and 2-271 of the Citrus Heights Municipal Code regarding the terms of members of the History and Arts Commission and Planning Commission.

Fiscal Impact
None.

Conclusion
Staff recommends that the Council adopt Ordinance No. 2017-001 amending sections 2-264 and 2-271 of the Citrus Heights Municipal Code regarding the terms of members of the History and Arts Commission and Planning Commission.

Attachments: Ordinance No. 2017 – 001
ORDINANCE NO. 2017 - 001

AN ORDINANCE OF THE CITY OF CITRUS HEIGHTS AMENDING SECTIONS 2-264 AND 2-271 OF THE CITRUS HEIGHTS MUNICIPAL CODE REGARDING THE TERMS OF MEMBERS OF THE HISTORY AND ARTS COMMISSION AND PLANNING COMMISSION

RECITALS

WHEREAS, the City Council has previously established a Planning Commission and a History and Arts commission, each of which consist of seven members (collectively, the “Commissions”); and

WHEREAS, Section 2-264 of the Citrus Heights Municipal Code currently provides that no member of the History and Arts Commission shall serve more than eight years, which ensures turnover in the membership of the History and Arts Commission so that more members of the public may serve; and

WHEREAS, Section 2-271 of the Citrus Heights Municipal Code currently provides that no member of the Planning Commission shall serve more than eight years, which ensures turnover in the membership of the Planning Commission so that more members of the public may serve; and

WHEREAS, the City Council desires to clarify that no individual may serve more than eight consecutive years on a particular Commission, but that an individual who has previously served eight consecutive years on a particular Commission may serve again on that Commission after two years have passed; and

WHEREAS, allowing individuals who have previously served eight years on a particular Commission to serve on that Commission again enables the City Council to appoint individuals with valuable past experience, but while still ensuring opportunities in the membership of the Commissions; and

WHEREAS, the City Council desires to exempt partial terms from the calculation of consecutive years of service on a Commission; and

WHEREAS, the City Council desires to formally codify that at-large members of the History and Arts commission shall serve two-year terms.

NOW THEREFORE, the City of Citrus Heights does ordain as follows:

Section 1. Recitals Made Findings

The above recitals are hereby declared to be true and correct and findings of the City Council of the City of Citrus Heights.
Section 2. Amendment to Municipal Code

Section 2-271 of the Citrus Heights Municipal Code is amended to read as follows (with text in **strikeout** format indicating deletion and **underlined** text indicating addition):

**Sec. 2-271. - Terms of members.**

(a) Regular and at-large members of the planning commission shall serve at the pleasure of the city council. Subject to the preceding, the term of office of each regular member of the planning commission shall be the same as the term of office of the councilmember who nominated the member, and the term of office of each at-large member shall be until the January next following the city’s biennial regular municipal election. If a councilmember leaves office prior to the normal expiration of his or her term, the regular member nominated by the departing councilmember shall remain in office until replaced by the successor councilmember’s nomination or until otherwise removed by the city council.

(b) No regular or at-large member shall serve more than eight consecutive years on the planning commission. An individual who has previously served eight consecutive years on the planning commission is eligible for reappointment to the planning commission after two years have passed. Each member, unless sooner terminated, shall serve until his or her successor is appointed and qualified.

(c) Partial terms shall not be counted for the purpose of determining if a member has served eight consecutive years on the planning commission. A partial term for a regular member is a term lasting less than two years. A partial term for an at-large member is a term lasting less than one year.

Section 3. Amendment to Municipal Code

Section 2-264 of the Citrus Heights Municipal Code is amended to read as follows (with text in **strikeout** format indicating deletion and **underlined** text indicating addition):

**Sec. 2-264. - Terms of members.**

(a) Members of the history and arts commission shall serve at the pleasure of the city council. Subject to the preceding, the term of office of each regular member of the commission shall be the same as the term of office of the councilmember who nominated the member, and the term of office of each at-large member shall be until the January next following the city’s biennial regular municipal election. If a councilmember leaves office prior to the normal expiration of his or her term, the regular member nominated by the departing councilmember shall remain in office until replaced by the successor councilmember's nomination and city council ratification or until otherwise removed by the city council.
(b) No member shall serve more than eight consecutive years on the history and arts commission. An individual who has previously served eight consecutive years on the history and arts commission is eligible for reappointment to the history and arts commission after two years have passed. Each member, unless sooner terminated, shall serve until his or her successor is appointed and qualified.

(c) Partial terms shall not be counted for the purpose of determining if a member has served eight consecutive years on the history and arts commission. A partial term for a regular member is a term lasting less than two years. A partial term for an at-large member is a term lasting less than one year.

Section 4. Severability

If any section of this Ordinance is determined to be unenforceable, invalid, or unlawful, such determination shall not affect the enforceability of the remaining provisions of this Ordinance.

Section 5. Effective Date and Publication

This Ordinance shall take effect thirty (30) days after its adoption, and within fifteen (15) days after its passage, shall be posted in three public places.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights this 23rd day of February, 2017 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

__________________________
Jeff Slowey, Mayor

ATTEST:

__________________________
Amy Van, City Clerk
DATE: February 23, 2017

TO: Mayor and City Council Members
    Christopher W. Boyd, City Manager

FROM: Ronda Rivera, Human Resources/City Information Director

SUBJECT: Recognition of the Citrus Heights Non-Sworn Police Employees Association (NSPEA)

Summary and Recommendation
In accordance with statute and the City of Citrus Heights’ Employer/Employee Relations Policy (EERP), the City’s non-sworn police employees have submitted a Petition for Recognition to be recognized as a bargaining unit to negotiate terms and conditions of employment with the City of Citrus Heights. The Citrus Heights Non-Sworn Police Employees Association (NSPEA) requests that the City recognize it as the exclusive representative for the Non-Sworn Police Employees Unit. Per Section 7.0 (A) of the EERP, the proposed representation unit has been established as an appropriate unit in compliance with Section 9.0 of the EERP.

Section 7(B)(4) of the EERP indicates that if the majority of the employees in an unrepresented unit submit proof of support, the “City shall certify the employee organizations as the exclusive bargaining representative for those employees in the appropriate unit after a disinterested third party has verified the timeliness and authenticity of the proof of employee support…” The Petition for Recognition submitted includes: a copy of proof of support, a signed petition by the majority of the employees in the Non-Sworn Police Employees Unit, a copy of Citrus Heights NSPEA’s Articles of Incorporation, and a copy of Citrus Heights NSPEA’s bylaws. Copies of these documents are on file at the City Clerk’s Office. The State Mediation and Conciliation Service verified the proof of support met the majority requirement for recognition.

Recommended Action: The documents are in compliance with applicable statute and City policy. Therefore, it is recommended that the City Council adopt the attached resolution certifying/recognizing the Citrus Heights NSPEA, which will initiate a collective bargaining process with regard to the terms and conditions of employment for the Non-Sworn Police Employees Unit.

Fiscal Impact
None
Background and Analysis
None

Conclusion
With adoption of the accompanying resolution, the City of Citrus Heights, in compliance with applicable statute and City policy, is recognizing its non-sworn police employees’ right to organize into a collective bargaining unit to negotiate terms and conditions of employment with the City.

Attachments: Resolution
              Appropriate Unit Designations
RESOLUTION NO. 2017- ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, RECOGNIZING THE CITRUS HEIGHTS NON-SWORN POLICE EMPLOYEES ASSOCIATION (NSPEA) TO NEGOTIATE TERMS AND CONDITIONS OF EMPLOYMENT FOR THE NON-SWORN POLICE EMPLOYEES UNIT

WHEREAS, the City of Citrus Heights received a Petition for Recognition from a majority of staff in the Non-Sworn Police Employees Unit for the Citrus Heights NSPEA to be the exclusive representative for that unit to negotiate terms and conditions of employment for unit members with the City; and

WHEREAS, in accordance with the City’s Employer/Employee Relations Policy (EERP), City staff has found the Petition for Recognition to be in compliance with applicable statute and City policy; and

WHEREAS, the City is bringing forward this resolution to formally recognize the Citrus Heights NSPEA in accordance with applicable statute and City policy.

NOW THEREFORE BE IT RESOLVED AND ORDERED that the City of Citrus Heights does hereby:

(A) Find that the organization documents of the Citrus Heights NSPEA (referenced in the accompanying staff report) are in compliance with applicable statute and City policy.

(B) Recognize the Non-Sworn Police Employees Association as designated by the City to be the Citrus Heights NSPEA. The Citrus Heights NSPEA will have exclusive right to represent the Non-Sworn Police Employees Unit to negotiate terms and conditions of employment with the City.

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 23rd day of February 2017, by the following vote, to wit:

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

Jeff Slowey, Mayor

ATTEST:

Amy Van, City Clerk
# CITY OF CITRUS HEIGHTS

## Appropriate Unit Designation

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<tr>
<th>Executive / Mid-Management</th>
<th>Sworn Supervisory</th>
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<tr>
<td>Chief of Police</td>
<td>Police Sergeant (non-exempt)</td>
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<td>City Engineer</td>
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<td>Community and Economic Development Director</td>
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<td>Community Enhancement Manager</td>
<td>Assistant City Clerk (exempt)</td>
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<td>Facility and Grounds Manager</td>
<td>Associate Civil Engineer (exempt)</td>
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<td>Finance Manager</td>
<td>Associate Planner (exempt)</td>
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<td>General Services Director</td>
<td>City Clerk</td>
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<td>Information Technology Manager</td>
<td>Development Specialist I (Exempt)</td>
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<td>Operations and Maintenance Manager</td>
<td>Development Specialist II (Exempt)</td>
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<td>Operations Manager</td>
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<td>Planning Manager</td>
<td>Facility and Grounds Supervisor (exempt)</td>
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<td>Police Commander</td>
<td>Housing Planner (exempt)</td>
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<td>Principal Accountant-Auditor</td>
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<td>Traffic and Signal Operations Supervisor (exempt)</td>
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## Supervisory/Administrative

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<tbody>
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<td>Any classification meeting the definition of confidential as defined in the City's Employer/Employee Relations Policy.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Administrative Technician (CMO, HR/CI, PD)</th>
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</thead>
<tbody>
<tr>
<td>Assistant to the City Manager</td>
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<tr>
<td>City Manager's Executive Assistant</td>
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<tr>
<td>Finance Director</td>
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<tr>
<td>Human Resources Analyst I</td>
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<tr>
<td>Human Resources Analyst II</td>
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<tr>
<td>Human Resources Associate</td>
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<tr>
<td>Human Resources Manager</td>
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<tr>
<td>Human Resources/City Information Director</td>
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<tr>
<td>Human Resources/City Information Technician</td>
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<tr>
<td>Management Analyst I (HR)</td>
</tr>
<tr>
<td>Management Analyst II (HR)</td>
</tr>
<tr>
<td>Office Assistant (HR and Investigations)</td>
</tr>
<tr>
<td>Payroll Technician</td>
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<tr>
<td>Program Assistant (HR)</td>
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<tr>
<td>Senior Management Analyst (HR)</td>
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## Sworn Officers

<table>
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<tr>
<th>Sworn Officers</th>
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<tbody>
<tr>
<td>Police Officer</td>
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## Non-Sworn Police Employees

<table>
<thead>
<tr>
<th>Non-Sworn Police Employees</th>
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</thead>
<tbody>
<tr>
<td>Code Enforcement Officer I</td>
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<tr>
<td>Code Enforcement Officer II</td>
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<tr>
<td>Community Services Officer I</td>
</tr>
<tr>
<td>Community Services Officer II</td>
</tr>
<tr>
<td>Crime Scene/Property Evidence Specialist I</td>
</tr>
<tr>
<td>Crime Scene/Property Evidence Specialist II</td>
</tr>
<tr>
<td>Police Crime Analyst</td>
</tr>
<tr>
<td>Police Dispatcher I</td>
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<tr>
<td>Non-Sworn Police Employees (continued)</td>
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<tr>
<td>----------------------------------------</td>
</tr>
<tr>
<td>Police Dispatcher II</td>
</tr>
<tr>
<td>Police Records Assistant I</td>
</tr>
<tr>
<td>Police Records Assistant II</td>
</tr>
<tr>
<td>Senior Community Services Officer</td>
</tr>
<tr>
<td>Senior Crime Scene / Property Evidence Specialist</td>
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<tr>
<td>Senior Police Dispatcher</td>
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<tr>
<td>Senior Police Records Assistant</td>
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Created: December 2001
Revised: April 2006
Revised: March 2016
Revised February 2017
DATE: February 23, 2017

TO: Mayor and City Council Members
    Christopher W. Boyd, City Manager

FROM: Alison Bermudez, Associate Planner
       Nicholaus Norvell, Attorney, Meyers Nave

SUBJECT: Wireless Telecommunications Facilities within Rights-of-Way

Background
Wireless telecommunication systems known as DAS (distributed antenna systems) are small cell sites mostly installed along heavily traveled roads and near densely populated areas to provide increased cellular communication, including the growing demand of video streaming. These small cell sites are deployed within a right-of-way (ROW) on existing structures, such as light poles or electric poles, or on new metal poles. A jurisdiction cannot prohibit installation of these systems based on the Federal Telecommunications Act of 1996 that states a jurisdiction cannot prohibit a provider from filling a “significant gap” in service and California law that permits telephone corporations to construct and maintain telephone lines within the public ROW. While a City cannot prohibit ROW installations, the City can regulate appropriate time, place and manner for these installations.

Summary
Staff, along with the City Attorney’s Office, will provide additional information on these small cell deployments and provide an overview of potential ordinance amendments and other actions needed for the regulation of these systems within the City’s rights-of-way.

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