

CITY COUNCIL AGENDA

August 18, 2020

REGULAR SESSION - 6:00 P.M.

**ANDERSON CITY HALL
1887 Howard Street**

PARTICIPATION BY PUBLIC IN MEETING

Please review the Agenda to determine if the subject you wish to discuss is scheduled for Council consideration. If it is on the Agenda, you will have an opportunity when that matter comes up for discussion to briefly address the Council.

If the subject is *not* on tonight's Agenda, please complete an Agenda Request Form (on Clerk's table) and present it to the City Council Clerk. You will have the opportunity to speak on the subject under Item 5.2. However, if the item is not on the Agenda, each speaker will be limited to one three (3) minute opportunity to speak, unless the City Council makes an exception due to special circumstances.

The Brown Act prohibits the Council from taking action on any item not placed on the printed Agenda in most cases.

The Brown Act requires any non-confidential documents or writings distributed to a majority of the City Council less than 72 hours before a regular meeting will be made available to members of the public at the same time they are distributed.

City Council meetings are televised and can be seen live on Cable Public Access Channel **181** (previously Channel 11) and on tape delay the following morning at 10:00 a.m. City Council meetings may also be viewed on the City's website at www.ci.anderson.ca.us by clicking on the TV icon on the Home Page.

In compliance with the Americans with Disabilities Act, the City of Anderson will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's office (378-6646) to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250.

REGULAR SESSION – 6:00 P.M.

1.0 **ROLL CALL – COUNCIL:**

Councilmember Browning
Councilmember Neutze
Councilmember Gallagher
Vice-Mayor Baugh
Mayor Hunt

2.0 **INVOCATION** – Brad Manley, Neighborhood Church of Anderson/Cottonwood, will give the invocation.

3.0 **PLEDGE OF ALLEGIANCE** – Councilmember Stan Neutze.

4.3 **PRESENTATIONS** – Anderson Police Chief Michael Johnson will present meritorious awards to K9 Officer Hallagan and Officer Gunderson.

5.2 **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** - *This is the time to address public comments by any member of the public to the Council regarding an item not on the agenda. Each comment must be limited to 3 minutes or less. Direct City Clerk to read all comments received by members of the public.*

CONSENT AGENDA

6.0 **CONSENT AGENDA** - *Consent Agenda items are expected to be routine and non-controversial. They will be acted upon by the Council at one time without discussion. Any member of the public, staff or City Council may request that an item be removed from the Consent Agenda for separate discussion. Are there any requests to remove any items from the Consent Agenda?*

6.1 **MINUTES** - Approve the minutes of the regular meeting of July 21, 2020.

6.2 **WARRANTS** – Receive and file warrant 19237 to 19300 in the amount of \$632,947.92; Receive and file warrant 19301 to 19366 in the amount of \$446,087.78; Receive and file warrant 19367 to 19420 in the amount of \$380,438.45; Receive and file warrant 19421 to 19497 in the amount of \$346,115.24; Receive and file ACH in the amount of \$777.90; Receive and file ACH in the amount of \$35,864.56; Receive and file ACH in the amount of \$777.90; Receive and file ACH in the amount of \$34,480.40.

6.5 **CITY MANAGER** - Continue the Declaration of Local Emergency pursuant to Government Code section 8630 and Health & Safety Code section 101080 due to COVID-19.

6.6 **ASSISTANT CITY MANAGER/FINANCE DIRECTOR** – Quarterly Treasurer’s Report on City Investments.

END OF CONSENT CALENDAR

- 6.11 **ITEMS (IF ANY) REMOVED FROM THE CONSENT CALENDAR** – *Items removed from the Consent Agenda for discussion will be treated as Regular Agenda items and any member of the public may request to address the Council on any such item as it comes up for discussion. Please provide your name and limit your remarks to 3 minutes or less.*

CITY ATTORNEY

PUBLIC HEARINGS

Any person may speak on items scheduled for hearing at the time the Mayor declares the hearing open. ALL LEGAL NOTICES WERE GIVEN ACCORDING TO LAW.

- 7.0 **REVIEW, AND FORMALIZE THROUGH THE ADOPTION OF RESOLUTIONS, FINDINGS OF THE DEVELOPMENT IMPACT FEES PURSUANT TO GOVERNMENT CODE SECTION 66001(D)**

RECOMMENDED ACTION:

Conduct a public hearing;

- 1. Conduct a public hearing to review and finalize through adoption of resolutions, findings of the development impact fees pursuant to Government Code Section 66001(d); and**
- 2. Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Corp yard and Police Improvement Fund.**
- 3. Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Deschutes Interchange Improvement Fund.**
- 4. Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Drainage Improvement Fund.**
- 5. Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Traffic Impact Improvement Fund.**
- 6. Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Wastewater Capital Improvement Fund.**

REGULAR AGENDA

- 8.0 **REGULAR AGENDA** - *Regular Agenda Items will be discussed individually and in order. Any member of the public may request to address the Council on an item as it comes up for discussion. The City Clerk will be directed to read any public comments received for each agenda item following the staff report.*

CITY ATTORNEY

- 8.2 **INTRODUCE AN ORDINANCE AMENDING CHAPTER 2.50 "RECREATION AND PARKS" OF THE CITY OF ANDERSON MUNICIPAL CODE TO REMOVE PARKS AND RECREATION COMMISSION**

RECOMMENDED ACTION:

Introduce Ordinance No. 832 (First Reading), Amending Chapter 2.50 "Recreation and Parks" of the City of Anderson Municipal Code to remove Parks and Recreation Commission and set for enactment on September 1, 2020 (second reading).

CITY CLERK

- 8.4 **CANCELLING ELECTION AND CALLING FOR APPOINTMENTS IN LIEU**

RECOMMENDED ACTION:

Approve the Resolution cancelling the municipal election to be held on November 3, 2020 because only one person was nominated for each office to be elected, and appointment of the nominated individuals for office.

ASSISTANT CITY MANAGER/FINANCE DIRECTOR

- 8.5 **COMMUNITY DEVELOPMENT BLOCK GRANT COVID-CV1 APPLICATION**

RECOMMENDED ACTION:

Adopt a Resolution approving an application for funding and the execution of a Grant Agreement and any Amendments thereto from the 2020 Community Development Block Grant Program-Coronavirus response Round 1 (CDBG-CV1) NOFA dated June 5, 2020; approval of the Statement of Assurances; approve the submittal of the application.

- 10.0 **STAFF REPORTS** – City Manager Jeff Kiser will give an update on COVID 19.
- 11.0 **COUNCIL REPORTS/COMMENTS** – *City Councilmembers will report on attendance at conferences/meetings reimbursed at City expense (Requirement of Assembly Bill 1234.)*
- 14.0 **ADJOURN** - **The City Council will adjourn to September 1, 2020.**

DRAFT

ANDERSON CITY COUNCIL MINUTES

Regular Meeting
July 21, 2020

REGULAR SESSION

The regular session was called to order at 6:00 p.m.

ROLL CALL

Councilmembers present: Councilmember Browning
Councilmember Neutze
Vice-Mayor Baugh
Mayor Hunt

Absent: Councilmember Gallagher

Also present: City Manager Jeff Kiser, Assistant City Manager Liz Cottrell, City Attorney Collin Bogener, Police Lieutenant Steve Blunk, Deputy Services Director Anthony Hanner and Deputy City Clerk Christy White.

INVOCATION

Pastor Perry Peterson, Crossroads Bible Fellowship, gave the Invocation.

PLEDGE OF ALLEGIANCE

Mayor Melissa Hunt led the Pledge of Allegiance.

INTRODUCTIONS

City Manager Jeff Kiser introduced Director of Engineering and Development Russ Wenham who then introduced Engineering Services Manager Matt Baker.

PRESENTATIONS

Anderson Police Officer Association President Detective Jacob Duncan gave a presentation on the association and things that are happening in the community.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA – None.

CONSENT AGENDA

By motion made, second (Neutze/Baugh) and carried by a 4-0 vote, the Council took the following action.

Approved the minutes of the regular meeting of July 7, 2020.

Received and filed warrant 19085 to 19164 in the amount of \$339,352.77; Received and filed warrant 19165 to 19236 in the amount of \$217,750.48; Received and filed ACH in the amount of \$777.90; Received and filed ACH in the amount of \$32,715.61.

Continue the Declaration of Local Emergency pursuant to Government Code section 8630 and Health & Safety Code section 101080 due to COVID-19.

Vote: AYES: Councilmembers Neutze, Baugh, Browning and Mayor Hunt.
NOES: None.
ABSTAIN: None.
ABSENT: Councilmember Gallagher.

ITEMS (IF ANY) REMOVED FROM THE CONSENT CALENDAR - None.

PUBLIC HEARINGS

ALL LEGAL NOTICES WERE GIVEN ACCORDING TO LAW

PUBLIC HEARING - GENERAL PLAN AMENDMENT 20-01, 2019-2028 HOUSING ELEMENT UPDATE

Contract City Planner Bob Summerville gave a staff report, Nicole West from Placeworks gave a presentation and both answered questions from Council.

7:12 p.m.: The Public Hearing was opened. No Comments were received. The Public Hearing was closed.

By motion made, seconded (Browning/Baugh), and carried by a 4-0 vote, the Council adopted Resolution No. 20-29 making the recommended findings, and approving General Plan Amendment 20-01, 2019-2028 City of Anderson Housing Element Update (Attachment A).

Vote: AYES: Councilmembers Browning, Baugh, Neutze and Mayor Hunt.
NOES: None.
ABSTAIN: None.
ABSENT: Councilmember Gallagher.

PUBLIC HEARING - PLANNING FEE REVIEW AND PROPOSED INCREASE

City Attorney Collin Bogener gave a staff report and answered questions from Council.

7:16 p.m.: The Public Hearing was opened. No Comments were received. The Public Hearing was closed.

By motion made, seconded (Neutze/Baugh), and carried by a 4-0 vote, the Council adopted Resolution No. 20-30 approving an amendment to the Master Fee Schedule adding a fee for the massage therapy establishment Ordinance and revising the home occupation Ordinance.

Vote: AYES: Councilmembers Neutze, Baugh, Browning and Mayor Hunt.
NOES: None.
ABSTAIN: None.
ABSENT: Councilmember Gallagher.

REGULAR AGENDA

CITY ATTORNEY

APPROVE A FIRST AMENDED GROUND LEASE WITH DAN BURTON FOR KALEIDOSCOPE COFFEE

City Attorney Collin Bogener gave a staff report and answered questions from Council.

By motion made, seconded (Baugh/Browning) and carried by a 4-0 vote, the Council voted to authorize the City Manager to enter into First Amended Ground Lease with Dan Burton for Kaleidoscope Coffee on North Street.

Vote: AYES: Councilmembers Baugh, Browning, Neutze and Mayor Hunt.
NOES: None.
ABSTAIN: None.
ABSENT: Councilmember Gallagher.

RESPONSE TO GRAND JURY REPORT

City Attorney Collin Bogener gave a staff report and answered questions from Council.

By motion made, seconded (Browning/Neutze) and carried by a 4-0 vote, the Council voted to authorize the Mayor to sign letter responding to 2020 Grand Jury Report as required by the California Penal Code.

Vote: AYES: Councilmembers Browning, Neutze, Baugh and Mayor Hunt.
NOES: None.
ABSTAIN: None.
ABSENT: Councilmember Gallagher.

CITY MANAGER

OFFICIAL VOTING DELEGATE TO LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE FOR 2020

City Manager Jeff Kiser gave a staff report and answered questions from Council.

By motion made, seconded (Neutze/Browning) and carried by a 4-0 vote, the Council voted to authorize Mayor Melissa Hunt as the official voting delegate at the League of California Cities Conference.

Vote: AYES: Councilmembers Neutze, Browning, Baugh and Mayor Hunt.
NOES: None.
ABSTAIN: None.
ABSENT: Councilmember Gallagher.

SPECIAL AGENDA ITEM

THE FOLLOWING ITEMS WAS PLACED ON THE AGENDA PURSUANT TO GOVERNMENT CODE SECTION 54954.2(B)(2) IN THAT IT REQUIRED IMMEDIATE ACTION, AND CAME TO THE ATTENTION OF THE CITY SUBSEQUENT TO THE AGENDA BEING POSTED. THE ITEM WAS PUBLICLY IDENTIFIED BEFORE IT WAS ADDRESSED.

Authorize the Mayor and all Councilmembers in their official roles to sign the letter from Assemblywoman Dahle titled "Request for Flexibility to allow Regional Variance in Economic Reopening."

By motion made, seconded (Neutze/Baugh) and carried by a 4-0 vote, the Council voted sign the letter from Assemblywoman Dahle titled "Request for Flexibility to allow Regional Variance in Economic Reopening."

Vote: AYES: Councilmembers Neutze, Baugh, Browning and Mayor Hunt.
NOES: None.
ABSTAIN: None.
ABSENT: Councilmember Gallagher.

COUNCIL REPORTS/COMMENTS

Councilmembers used this time to report on meetings and activities they participated in and to announce upcoming events.

Public Comment on Closed Session Items – None.

7:42 p.m.: ***The City Council convened to Closed Session.***

CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATIONS (54956.8)

- Property: 202-030-040 and 202-030-039
- Agency Negotiation: Jeff Kiser, City Manager
- Negotiating Parties: Owner or other representative of parcel
- Under Negotiation: Value of Property

8:01 p.m.: The City Council reconvened to Open Session.

CLOSED SESSION ANNOUNCEMENT

Mayor Hunt announced that the Council sat in Closed Session with no reportable actions taken.

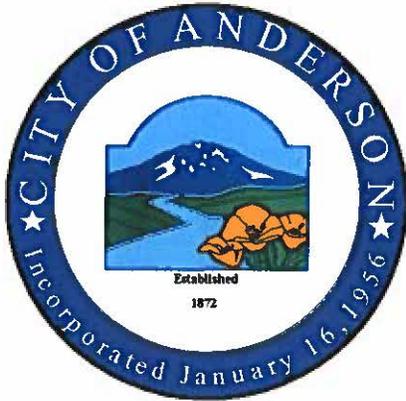
ADJOURNMENT

8:01 p.m.: The City Council adjourned to August 18, 2020.

Melissa Hunt, Mayor

ATTEST:

Christy White, Deputy City Clerk



AGENDA ITEM

August 18, 2020 City Council Meeting

Approved for Submittal By:

Jeff Kiser
Jeff Kiser, City Manager

To Be Presented By:

Liz Cottrell
Liz Cottrell, Finance Director/Treasurer

To: Honorable Mayor and Members of the Anderson City Council
Through: Jeff Kiser, City Manager
From: Liz Cottrell, Finance Director/Treasurer
Date: August 18, 2020

SUBJECT

Receive and File Weekly Warrant Registers.

RECOMMENDATION

Receive and file warrant 19237 to 19300 in the amount of \$632,947.92; Receive and file warrant 19301 to 19366 in the amount of \$446,087.78; Receive and file warrant 19367 to 19420 in the amount of \$380,438.45; Receive and file warrant 19421 to 19497 in the amount of \$346,115.24; Receive and file ACH in the amount of \$777.90; Receive and file ACH in the amount of \$35,864.56; Receive and file ACH in the amount of \$777.90; Receive and file ACH in the amount of \$34,480.40.

ATTACHMENT

Warrant Registers.

Check Register Report

Date: 07/16/2020

Time: 11:08 am

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City of Anderson

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
TRI COUNTIES BANK Checks								
19237	07/14/2020	Printed			19257056	LAHR CONSTRUCTION	PROFESSIONAL SVCS/1437 ANDREW	14,750.62
19238	07/17/2020	Printed			056561	AMERICAN SCIENTIFIC, INC.	SUPPLIES	788.00
19239	07/17/2020	Printed			1150	ANTHEM BLUE CROSS LIFE AND	INSURANCE PREMIUM-HUNT	1,640.00
19240	07/17/2020	Printed			0580	APOA	DUES FOR P/E 7/10/2020	950.00
19241	07/17/2020	Printed			111011	AT& T CALNET	PHONE CHARGES	28.05
19242	07/17/2020	Printed			1133	BASIC LAB, INC.	PROFESSIONAL SERVICES	350.40
19243	07/17/2020	Printed			118400	BARON BROWNING	HEALTH INSURANCE PREMIUM	1,054.00
19244	07/17/2020	Printed			120602	CA. DEPT. OF CHILD SUPPORT	PAR# 0002232853 P/E 7/10/2020 SER	69.23
19245	07/17/2020	Printed			1210	CALIFORNIA SAFETY CO.	PROFESSIONAL SERVICES	337.50
19246	07/17/2020	Printed			1280	CDA	ASSET FORFEITURES	173.55
19247	07/17/2020	Printed			1280	CDA	ASSET FORFEITURES	15.00
19248	07/17/2020	Printed			1280	CDA	ASSET FORFEITURES	24.21
19249	07/17/2020	Printed			132203	CITY OF REDDING	LIBRARY CONTRIBUTION	3,033.60
19250	07/17/2020	Printed			120520	CSG CONSULTANTS	PROFESSIONAL SERVICES	9,520.00
19251	07/17/2020	Printed			14394	CXT, INCORPORATED	PROFESSIONAL SVCS/SPLASH PAD	43,790.03
19252	07/17/2020	Printed			ENTER	ENTERPRISE FM TRUST	VEHICLE LEASES	13,476.43
19253	07/17/2020	Printed			100155	EWING	SUPPLIES	205.92
19254	07/17/2020	Printed			1579	FACTORY OUTLET SHELL	CAR WASHES	19.98
19255	07/17/2020	Printed			05808	FASTENERS INC.	SUPPLIES	71.12
19256	07/17/2020	Printed			159455	FERGUSON ENTERPRISES, INC.	SUPPLIES	951.00
19257	07/17/2020	Printed			1680	GENERAL TEAMSTERS #137	DUES FOR MONTH-JULY 2020	1,578.00
19258	07/17/2020	Printed			16869	GERLINGER STEEL & SUPPLY CO	SUPPLIES	383.14
19259	07/17/2020	Printed			18108	HINDERLITER, DE LLAMAS & ASSOC	CONTRACT SERVICES	300.00
19260	07/17/2020	Printed			18108	HINDERLITER, DE LLAMAS & ASSOC	AUDIT SERVICES & 4TH QTR TAX	1,190.00
19261	07/17/2020	Printed			1840	ICMA RETIREMENT TRUST 457	PLAN # 302204 W/H P/E 7/10/20	3,496.00
19262	07/17/2020	Printed			IWOQ00	IWORQ	SOFTWARE & SUPPORT	6,500.00
19263	07/17/2020	Printed			1890	JEFF'S PEST CONTROL	PROFESSIONAL SERVICES	360.00
19264	07/17/2020	Printed			JEJI00	JENNIFER JIMERSON	PER DIEM-TRAVEL	17.00
19265	07/17/2020	Printed			JEJI00	JENNIFER JIMERSON	PER DIEM-TRAVEL	17.00
19266	07/17/2020	Printed			1875	JMB OIL COMPANY	SUPPLIES	162.92
19267	07/17/2020	Printed			190800	K & S STAFFING SOLUTIONS, INC.	PROFESSIONAL SERVICES	6,023.55
19268	07/17/2020	Printed			19351	LEADERSHIP REDDING	TUITION-DUNCAN 2020-2021	750.00
19269	07/17/2020	Printed			193589	LEHR AUTO	EQUIPMENT	48,246.37
19270	07/17/2020	Printed			1980	MATTHEW BENDER & CO., INC.	SUPPLIES	438.15
19271	07/17/2020	Printed			198787	MCMASTER-CARR SUPPLY CO	SUPPLIES	339.40
19272	07/17/2020	Printed			203360	MOUNTAIN LAKES, INC.	SINTF-SUPPLIES	40.64
19273	07/17/2020	Printed			2040	MT. SHASTA SPRING WATER	DRINKING WATER	371.79
19274	07/17/2020	Printed			TIMU00	TISHA MUNCHIANDO	RETURNED SEIZED FUNDS	6,927.31
19275	07/17/2020	Printed			20651	NCCSIF	INSURANCE PREMIUM	189,726.00
19276	07/17/2020	Printed			20651	NCCSIF	WORKERS COMPENSATION INSURANCE	72,459.75
19277	07/17/2020	Printed			303894	O2 STAFFING, INC.	PROFESSIONAL SERVICES	535.28
19278	07/17/2020	Printed			80911	OBSDIAN IT	PROFESSIONAL SERVICES	5,366.76
19279	07/16/2020	Void	07/16/2020				Void Check	0.00
19280	07/17/2020	Printed			3051	OFFICE DEPOT	OFFICE SUPPLIES	531.15
19281	07/16/2020	Void	07/16/2020				Void Check	0.00
19282	07/17/2020	Printed			4000	PACIFIC GAS & ELECTRIC	UTILITIES	686.85
19283	07/17/2020	Printed			4020	PAINT MART	SUPPLIES	175.61
19284	07/17/2020	Printed			40736	PLATT	SUPPLIES	61.20
19285	07/17/2020	Printed			5060145	REDDING ANSWERING SERVICE	PROFESSIONAL SERVICES	84.30
19286	07/17/2020	Printed			6065	SHASTA CO. DISTRICT ATTORNEY	ASSET FORFEITURES	2,161.35

Check Register Report

Date: 07/16/2020
 Time: 11:08 am
 Page: 2

City of Anderson

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
TRI COUNTIES BANK Checks								
19287	07/17/2020	Printed			6065	SHASTA CO. DISTRICT ATTORNEY	ASSET FORFEITURES	149.98
19288	07/17/2020	Printed			6059	SHASTA COUNTY AUDITOR CONT.	00941-007443 ASSET FORFEITURES	359.96
19289	07/17/2020	Printed			6059	SHASTA COUNTY AUDITOR CONT.	00941-007443 ASSET FORFEITURES	4,164.88
19290	07/17/2020	Printed			6059	SHASTA COUNTY AUDITOR CONT.	00941-007443 ASSET FORFEITURES	581.09
19291	07/17/2020	Printed			6090	SHASTA COUNTY INFO. TECH. DEPT	SINTF-PC MAINTENANCE	1,166.50
19292	07/17/2020	Printed			1873	SHASTA COUNTY SHERIFF'S OFFICE	ASSIGN OF WAGES 7/10/2020	22.17
19293	07/17/2020	Printed			70878	SW MAINTENANCE CORP.	UST TESTING	65.00
19294	07/17/2020	Printed			709211	TEHAMA COUNTY DIST. ATTORNEY	ASSET FORFEITURES	474.08
19295	07/17/2020	Printed			8004810	TRG EXCAVATION, INC.	PROFESSIONAL SERVICES/SPLASH	171,866.08
19296	07/16/2020	Void	07/16/2020				Void Check	0.00
19297	07/16/2020	Void	07/16/2020				Void Check	0.00
19298	07/17/2020	Printed			800926	US BANK CORP PYMT SYSTEMS	SUPPLIES, EQUIPMENT & TRAVEL	12,674.42
19299	07/17/2020	Printed			8155	VESTRA RESOURCES INC.	PROFESSIONAL SERVICES	1,124.65
19300	07/17/2020	Printed			8047	VIC HANNAN LANDSCAPE INC	MATERIALS	120.95

Total Checks: 64

Checks Total (excluding void checks):

632,947.92

Total Payments: 64

Bank Total (excluding void checks):

632,947.92

Total Payments: 64

Grand Total (excluding void checks):

632,947.92

Ln Cottrell 7/17/2020
 Signature Date

07/16/2020 ACH Members First Credit Union \$777.90

For Payroll Ending 07/10/2020

07/16/2020 ACH PERS \$35,864.56

For Payroll Ending 07/10/2020

Check Register Report

Date: 07/23/2020

Time: 4:15 pm

Page: 1

City of Anderson

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
TRI COUNTIES BANK Checks								
19301	07/24/2020	Printed			051405	ACI SPECIALTY BENEFITS	EMPLOYEE ASSISTANCE PRGM	401.76
19302	07/24/2020	Printed			05197	ADAMS VIDEO PRODUCTIONS	PROFESSIONAL SERVICES	262.50
19303	07/24/2020	Printed			05644	AMERICAN FIDELITY ASSURANCE CO	CAFETERIA 125 P/E 7/10/2020	311.52
19304	07/24/2020	Printed			056561	AMERICAN SCIENTIFIC, INC.	SUPPLIES	73.00
19305	07/24/2020	Printed			1020	ANDERSON GLASS	SUPPLIES	55.78
19306	07/24/2020	Printed			102600	ANDERSON TROPHIES AND AWARDS	SUPPLIES	37.55
19307	07/24/2020	Printed			1090	APPLY-A-LINE, INC.	PROFESSIONAL SERVICES	29,337.61
19308	07/24/2020	Printed			11095	AT & T	PHONE CHARGES	100.10
19309	07/24/2020	Printed			111011	AT&T CALNET	PHONE CHARGES	139.16
19310	07/24/2020	Printed			1133	BASIC LAB,INC	PROFESSIONAL SERVICES	493.80
19311	07/24/2020	Printed			1137902	BIG VALLEY SANITATION	EQUIPMENT RENTAL	718.75
19312	07/24/2020	Printed			11401	BILL'S TREE SERVICE, INC.	PROFESSIONAL SERVICES	600.00
19313	07/24/2020	Printed			1210	CALIFORNIA SAFETY CO.	PROFESSIONAL SERVICES	24.00
19314	07/24/2020	Printed			132203	CITY OF REDDING	SHASCOM-FISCAL AGENT INS	111.76
19315	07/24/2020	Printed			CIPL00	CIVICPLUS	SOFTWARE PROGRAM-PARKS	5,231.50
19316	07/24/2020	Printed			149005	DE LAGE LANDEN FINANCIAL SVC	SINTF-MONTHLY LEASE	230.23
19317	07/24/2020	Printed			ECCO00	ECORP CONSULTING, INC.	PROFESSIONAL SERVICES	11,764.73
19318	07/24/2020	Printed			152501	EDDIE AXNER CONSTRUCTION INC	PROFESSIONAL SVCS/LODGEPOLE	241,302.00
19319	07/24/2020	Printed			100155	EWING	SUPPLIES	269.70
19320	07/24/2020	Printed			05808	FASTENERS INC.	SUPPLIES	108.40
19321	07/24/2020	Printed			159015	FEDEX	SINTF-SHIPPIING CHARGES	35.55
19322	07/24/2020	Printed			18109	HILLYARD, INC.	SUPPLIES	258.01
19323	07/24/2020	Printed			1870	J.F. SHEA COMPANY INC.	MATERIALS	1,115.77
19324	07/24/2020	Printed			1875	JMB OIL COMPANY	FUEL SUPPLIES	429.65
19325	07/24/2020	Printed			190800	K & S STAFFING SOLUTIONS, INC.	PROFESSIONAL SERVICES	5,977.92
19326	07/24/2020	Printed			19333	LANGUAGE LINE SERVICES	PROFESSIONAL SERVICES	0.94
19327	07/23/2020	Void	07/23/2020				Void Check	0.00
19328	07/23/2020	Void	07/23/2020				Void Check	0.00
19329	07/24/2020	Printed			1929	LAUNDRY WORLD	PROFESSIONAL SERVICES	2,121.83
19330	07/24/2020	Printed			KALE00	KAMERON LEE	PER DIEM-TRAINING	17.00
19331	07/24/2020	Printed			193589	LEHR AUTO	PARTS	1,035.32
19332	07/24/2020	Printed			1940	LES SCHWAB TIRES	SUPPLIES	203.49
19333	07/24/2020	Printed			198787	MCMASTER-CARR SUPPLY CO	SUPPLIES	214.44
19334	07/24/2020	Printed			2001	LUANNE MILLER	CLEANING & RENTAL REFUND	600.00
19335	07/24/2020	Printed			2060	N.C.G.T. TRUST FUND	HEALTH INSURANCE PREMIUM	94,500.00
19336	07/24/2020	Printed			303894	O2 STAFFING, INC.	PROFESSIONAL SERVICES	535.28
19337	07/24/2020	Printed			305059	OFFICE OF WATER PROGRAM	SEU MATERIAL-JONES	50.00
19338	07/24/2020	Printed			305059	OFFICE OF WATER PROGRAM	SEU MATERIALS-MEDERIOS	100.00
19339	07/24/2020	Printed			4000	PACIFIC GAS & ELECTRIC	UTILITIES	18.13
19340	07/24/2020	Printed			4040	PAYLESS BUILDING SUPPLY	MATERIALS	740.72
19341	07/24/2020	Printed			PLWO00	PLACEWORKS	PROFESSIONAL SERVICES	11,528.55
19342	07/24/2020	Printed			50100	RAY MORGAN CO.	MONTHLY LEASE	184.43
19343	07/24/2020	Printed			50200	REDDING RECORD SEARCHLIGHT	ADVERTISING	2,010.20
19344	07/24/2020	Printed			SCDI00	SCP DISTRIBUTORS, LLC	SUPPLIES	1,010.61
19345	07/24/2020	Printed			60082	SHARRAH DUNLAP SAWYER, INC.	PROFESSIONAL SVCS/SPLASH	1,593.00
19346	07/24/2020	Printed			60315	SHASTA COMMUNITY HEALTH CNTR.	PROFESSIONAL SERVICES	666.00
19347	07/24/2020	Printed			1873	SHASTA COUNTY SHERIFF'S OFFICE	RECORDS SERVICE	1,771.72
19348	07/24/2020	Printed			1873	SHASTA COUNTY SHERIFF'S OFFICE	WARRANT SERVICES	6,368.16
19349	07/24/2020	Printed			6041	SHASTA COUNTY SHERIFF'S OFFICE	SINTF-EVIDENCE CUSTODIAN	14,500.00
19350	07/24/2020	Printed			SHPA00	SHASTA PACK GOAT	PARKS REFUND	75.00

Check Register Report

Date: 07/30/2020

Time: 12:30 pm

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City of Anderson	BANK: TRI COUNTIES BANK							
Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
RI COUNTIES BANK Checks								
9367	07/31/2020	Printed			05645	AMERICAN FIDELITY ASSURANCE	INSURANCE PREMIUM -JULY 2020	4,991.93
9368	07/31/2020	Printed			0580	APOA	DUES FOR P/E 7/24/2020	900.00
9369	07/31/2020	Printed			ARSO00	ARCHIVE SOCIAL	PROFESSIONAL SERVICES	4,788.00
9370	07/31/2020	Printed			1105	CHRISTA ARTHUR	REIMBURSEMENT-SUPPLIES	70.50
9371	07/31/2020	Printed			DEBA02	DEE BAILEY	CREDIT-LEAK REPAIR	75.00
9372	07/31/2020	Printed			1133	BASIC LAB, INC.	SUPPLIES	129.00
9373	07/31/2020	Printed			11880050	BULLERT INDUSTRIAL ELEC. INC	PROFESSIONAL SVCS & EQUIPMENT	87,645.00
9374	07/31/2020	Printed			1220	CALIFORNIA VISION SERVICE	INSURANCE PREMIUM AUG-20	310.70
9375	07/31/2020	Printed			126244	CASCADE COMFORT SERVICES	PROFESSIONAL SERVICES	89.00
9376	07/31/2020	Printed			12660	GEORGE CASEBEER	CREDIT-LEAK REPAIR	18.75
9377	07/31/2020	Printed			131750	CHARTER COMMUNICATIONS	BUSINESS SERVICES	756.61
9378	07/30/2020	Void	07/30/2020				Void Check	0.00
9379	07/31/2020	Printed			1070	CITY OF ANDERSON	UTILITIES	3,096.25
9380	07/31/2020	Printed			132203	CITY OF REDDING	IPSS AGREEMENT FY 20/21	74,750.00
9381	07/31/2020	Printed			1490	DEPT. OF TRANSPORTATION	SIGNALS & LIGHTING -JUNE 2020	748.72
9382	07/30/2020	Void	07/30/2020				Void Check	0.00
9383	07/31/2020	Printed			154855	ENERPOWER	UTILITIES	5,229.00
9384	07/31/2020	Printed			100155	EWING	SUPPLIES	399.68
9385	07/31/2020	Printed			05808	FASTENERS INC.	SUPPLIES	74.29
9386	07/31/2020	Printed			159455	FERGUSON ENTERPRISES, INC	SUPPLIES	123.82
9387	07/31/2020	Printed			90235	GOODYEAR COMMERCIAL TIRER	PROFESSIONAL SVCS & EQUIPMENT	1,500.93
9388	07/31/2020	Printed			MAHA02	MATTHEW HAVERLY	PARKS REFUND	600.00
9389	07/31/2020	Printed			1840	ICMA RETIREMENT TRUST 457	PLAN #302204 W/H P/E 7/24/20	3,496.00
9390	07/31/2020	Printed			1850430	INLAND BUSINESS MACHINES	MONTHLY LEASE	271.53
9391	07/31/2020	Printed			1880	J.W. WOOD COMPANY INC	SUPPLIES	924.94
9392	07/31/2020	Printed			190800	K & S STAFFING SOLUTIONS, INC.	PROFESSIONAL SERVICES	5,827.07
9393	07/31/2020	Printed			193589	LEHR AUTO	PROFESSIONAL SERVICES	475.00
9394	07/31/2020	Printed			LOLA00	LOUCKS LASSEN LANDSCAPE	MATERIALS	360.36
9395	07/31/2020	Printed			198787	MCMASTER-CARR SUPPLY CO	SUPPLIES	141.58
9396	07/31/2020	Printed			MUEM00	MUNICIPAL EMERGENCY SERVICES	EQUIPMENT	1,734.78
9397	07/31/2020	Printed			NCEL00	NC ELECTRIC AND SOLAR, INC	BLDG PERMIT REFUND	347.82
9398	07/31/2020	Printed			3051	OFFICE DEPOT	OFFICE SUPPLIES	95.08
9399	07/30/2020	Void	07/30/2020				Void Check	0.00
9400	07/30/2020	Void	07/30/2020				Void Check	0.00
9401	07/31/2020	Printed			4000	PACIFIC GAS & ELECTRIC	UTILITIES	71,513.53
9402	07/31/2020	Printed			4030250	STEVE PARK	WATER DEPOSIT REFUND	22.70
9403	07/31/2020	Printed			40736	PLATT	SUPPLIES	61.64
9404	07/31/2020	Printed			500885	RADIOTRONICS, INC.	SUPPLIES	48.00
9405	07/31/2020	Printed			5060	REDDING PRINTING COMPANY, INC	PROFESSIONAL SERVICES	85.12
9406	07/31/2020	Printed			60356	SHASTA CO ARTS COUNCIL	PROFESSIONAL SERVICES	312.00
9407	07/31/2020	Printed			6050	SHASTA CO OPPORTUNITY CENTER	JANITORIAL SERVICES	820.31
9408	07/31/2020	Printed			70110	SHASTA COUNTY RECORDER	RECORDING FEES	20.00
9409	07/31/2020	Printed			1873	SHASTA COUNTY SHERIFF'S OFFICE	ASSIGN OF WAGES P/E 7/24/2020	22.17
9410	07/31/2020	Printed			7064054	SLAKEY BROTHERS, INC	SUPPLIES	352.19
9411	07/31/2020	Printed			SURE00	SUNBELT RENTALS, INC	EQUIPMENT RENTAL	2,089.75
9412	07/31/2020	Printed			7085985	SUNRISE EXCAVATING, INC.	HYDRANT DEPOSIT REFUND	811.84
9413	07/31/2020	Printed			7085985	SUNRISE EXCAVATING, INC.	PROFESSIONAL SERVICES	4,300.00
9414	07/31/2020	Printed			708895	THE T-SHIRT FACTORY	SUPPLIES	546.30
9415	07/31/2020	Printed			70955	TERRILL'S TRUCK ALIGNMENT	PROFESSIONAL SERVICES	130.00
9416	07/31/2020	Printed			TEL100	TEXAS LIFE INSURANCE COMPANY	INSURANCE PREMIUM-JULY 2020	842.97

Check Register Report

Date: 08/07/2020

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City of Anderson

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
TRI COUNTIES BANK Checks								
19421	08/07/2020	Printed			05644	AMERICAN FIDELITY ASSURANCE CO	CAFETERIA 125 P/E 7/24/2020	311.52
19422	08/07/2020	Printed			05656125	AMERICAN TOWER CORPORATION	MONTHLY TOWER RENT	884.00
19423	08/07/2020	Printed			055890	AMERIGAS	TANK RENTAL	121.76
19424	08/07/2020	Printed			1012	ANDERSON FIRE PROTECTION DIST.	FIRE INSPECTION/IMPACT FEES	71,485.74
19425	08/07/2020	Void	08/07/2020				Void Check	0.00
19426	08/07/2020	Printed			111011	AT& T CALNET	PHONE CHARGES	425.11
19427	08/07/2020	Void	08/07/2020				Void Check	0.00
19428	08/07/2020	Printed			111001	AT&T	PHONE CHARGES	63.87
19429	08/07/2020	Printed			1133	BASIC LAB, INC.	PROFESSIONAL SERVICES	134.40
19430	08/07/2020	Printed			1136101	DEBBY BECKMAN	SUPPLIES REIMBURSEMENT	47.71
19431	08/07/2020	Printed			TABL00	TAVELYN BLANCHARD	WATER DEPOSIT REFUND	22.70
19432	08/07/2020	Printed			1171	STEPHEN BLUNK	CELL PHONE REIMBURSEMENT	75.00
19433	08/07/2020	Printed			MABO01	MARGARET & FRED BOWERS	CREDIT BALANCE REFUND	1.00
19434	08/07/2020	Printed			JEBR01	JEANETTE & BRIAN BROWN	WATER DEPOSIT REFUND	27.14
19435	08/07/2020	Printed			1210	CALIFORNIA SAFETY CO.	PROFESSIONAL SERVICES	24.00
19436	08/07/2020	Printed			1246	RENEE CANAVAN	PER DIEM-TRAVEL	17.00
19437	08/07/2020	Printed			131750	CHARTER COMMUNICATIONS	BUSINESS & INTERNET SERVICES	1,003.86
19438	08/07/2020	Printed			132201	CITY OF REDDING	UTILITIES	1,223.04
19439	08/07/2020	Printed			13760	CONSOLIDATED ELECTRICAL DIST.	SUPPLIES	1,809.61
19440	08/07/2020	Printed			1414	LIZ COTTRELL	CELL PHONE REIMBURSEMENT	75.00
19441	08/07/2020	Printed			141597	CRESCO EQUIPMENT RENTALS	EQUIPMENT RENTAL	3,351.95
19442	08/07/2020	Printed			14174	CVCWA	SPECIAL PROJECT DUES	2,750.00
19443	08/07/2020	Printed			149005	DE LAGE LANDEN FINANCIAL SVC	MONTHLY LEASE	447.80
19444	08/07/2020	Printed			SHDI00	SHIRLEY DICKSON	WATER DEPOSIT REFUND	33.50
19445	08/07/2020	Printed			RADI00	RAQUEL DIGGS	WATER DEPOSIT REFUND	22.70
19446	08/07/2020	Printed			149330	DIV. OF THE STATE ARCHITECTS	CB 1186 BUSINESS LIC FEES	24.40
19447	08/07/2020	Printed			SUFE00	SUZANNE FELION	WATER DEPOSIT REFUND	12.70
19448	08/07/2020	Printed			159455	FERGUSON ENTERPRISES, INC.	SUPPLIES	1,070.56
19449	08/07/2020	Printed			HEGA00	HEATHER & RYIEN GAYHART	WATER DEPOSIT REFUND	35.00
19450	08/07/2020	Printed			GRDE00	GRACE DELIGHT OF CALIFORNIA	WATER MAIN REIMBURSEMENT	10,626.38
19451	08/07/2020	Printed			BRGR01	BRADY GREEN	WATER DEPOSIT REFUND	10.40
19452	08/07/2020	Printed			17895	HAVEN HUMANE SOCIETY	ANIMAL CONTROL SERVICES	6,974.42
19453	08/07/2020	Printed			181292	MARIA HERNANDEZ	WATER DEPOSIT REFUND	19.65
19454	08/07/2020	Printed			JAIM00	JANESSA & DANIEL IMLACH	WATER DEPOSIT REFUND	6.82
19455	08/07/2020	Printed			1850430	INLAND BUSINESS MACHINES INC	CONTRACT SERVICES	1.89
19456	08/07/2020	Printed			1880	J.W. WOOD COMPANY INC.	SUPPLIES	142.81
19457	08/07/2020	Printed			JEJI00	JENNIFER JIMERSON	PER DIEM-TRAVEL	17.00
19458	08/07/2020	Printed			18915570	MICHAEL L. JOHNSON	CELL PHONE REIMBURSEMENT	75.00
19459	08/07/2020	Printed			JOJO00	JOHNNA JONES	CREDIT BALANCE REFUND	12.30
19460	08/07/2020	Printed			190800	K & S STAFFING SOLUTIONS, INC.	PROFESSIONAL SERVICES	5,191.07
19461	08/07/2020	Printed			KEKA00	KEITH KAKIUCHI	WATER DEPOSIT REFUND	22.70
19462	08/07/2020	Printed			1918003	JEFF KISER	CELL PHONE REIMBURSEMENT	75.00
19463	08/07/2020	Printed			19257056	LAHR CONSTRUCTION	PROFESSIONAL SERVICES	1,811.25
19464	08/07/2020	Printed			LOLA00	LOUCKS LASSEN LANDSCAPE	MATERIALS	109.40
19465	08/07/2020	Printed			MADR00	MARIAH'S DREAM CREATIONS	REFUND HOP20-05/FEE CHANGE	150.00
19466	08/07/2020	Printed			MOGA00	MOTOSYKOZ GARAGE	WATER DEPOSIT REFUND	22.70
19467	08/07/2020	Printed			MAMU02	MARIAH MURPHY	WATER DEPOSIT REFUND	35.58
19468	08/07/2020	Printed			MUCO00	MUSE CONCRETE CONTRACTORS, INC	PROFESSIONAL SERVICES	180,048.75
19469	08/07/2020	Printed			2090	NORMAC	SUPPLIES	373.74
19470	08/07/2020	Printed			3030	NORTH VALLEY DISTRIBUTING	PARTS	329.01

Check Register Report

Date: 08/07/2020

Time: 9:39 am

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City of Anderson

BANK: TRI COUNTIES BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
TRI COUNTIES BANK Checks								
19471	08/07/2020	Printed			30397	O'REILLY AUTO PARTS	PARTS	285.87
19472	08/07/2020	Printed			303894	O2 STAFFING, INC	PROFESSIONAL SERVICES	535.28
19473	08/07/2020	Printed			3051	OFFICE DEPOT	SINTF-OFFICE SUPPLIES	242.58
19474	08/07/2020	Printed			VIPE00	VICKIE & DOUG PEARSON	WATER DEPOSIT REFUND	22.70
19475	08/07/2020	Printed			4073902	ROBYN POPE-BURGESS	CELL PHONE REIMBURSEMENT	75.00
19476	08/07/2020	Printed			50458	REDDING OCCUPATIONAL MEDICAL	PROFESSIONAL SERVICES	255.00
19477	08/07/2020	Printed			6005712	HOPE SETH	PROFESSIONAL SERVICES	3,480.00
19478	08/07/2020	Printed			70640	SINTF	SINTF-EVIDENCE EXPENSE	200.00
19479	08/07/2020	Printed			70800101	DAVID STARKEY	TUITION REIMBURSEMENT	188.50
19480	08/07/2020	Printed			70845899	STROUP'S POWER EQUIP INC	PROFESSIONAL SVCS & PARTS	324.35
19481	08/07/2020	Printed			SURE00	SUNBELT RENTALS, INC	EQUIPMENT RENTAL	2,089.75
19482	08/07/2020	Printed			7085985	SUNRISE EXCAVATING, INC.	PROFESSIONAL SERVICES	278.55
19483	08/07/2020	Printed			70871	SUPERIOR CA ECONOMIC DEVELOP	EDA PLANNING GRANT FY2020-2021	1,771.00
19484	08/07/2020	Printed			THCO00	THATCHER COMPANY, INC.	SUPPLIES	3,925.14
19485	08/07/2020	Printed			800594	TRI-COUNTIES BANK	REDEVELOPMENT LOAN #310306360	2,712.99
19486	08/07/2020	Printed			80092105	UPS	SHIPPING CHARGES	219.43
19487	08/07/2020	Void	08/07/2020				Void Check	0.00
19488	08/07/2020	Void	08/07/2020				Void Check	0.00
19489	08/07/2020	Void	08/07/2020				Void Check	0.00
19490	08/07/2020	Printed			800926	US BANK CORP PYMT SYSTEMS	EQUIPMENT, SUPPLIES & TRAINING	12,116.95
19491	08/07/2020	Printed			16735	VCA GATEWAY ANIMAL HOSPITAL	PROFESSIONAL SERVICES	25.60
19492	08/07/2020	Printed			81597	VIRTUAL PROJECT MANAGER	PROFESSIONAL SERVICES	500.00
19493	08/07/2020	Printed			SAWA00	SAMUEL WATSON	CJSSP STIPEND	1,500.00
19494	08/07/2020	Printed			8085	WESTAMERICA BANK	Loan #526000 0309-780114	23,232.17
19495	08/07/2020	Printed			809385	WESTSIDE AGGREGATE	MATERIALS	427.44
19496	08/07/2020	Printed			CHWH00	CHRISTY WHITE	CELL PHONE REIMBURSEMENT	75.00
19497	08/07/2020	Printed			PEWI00	PETER WICKENHEISER	CELL PHONE REIMBURSEMENT	75.00

Total Checks: 77

Checks Total (excluding void checks): 346,115.24

Total Payments: 77

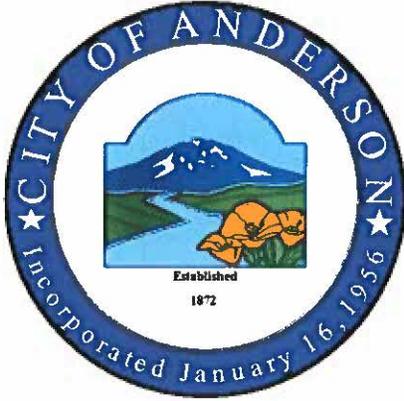
Bank Total (excluding void checks): 346,115.24

Total Payments: 77

Grand Total (excluding void checks): 346,115.24

Lin Cottrell
Signature

8/7/2020
Date



AGENDA ITEM

August 18, 2020, City Council Meeting

Approved for Submittal By:

Jeff Kiser

Jeff Kiser, City Manager

To Be Presented By:

Jeff Kiser

Jeff Kiser, City Manager

To: Honorable Mayor and Members of the Anderson City Council

From: Jeff Kiser, City Manager

Date: August 18, 2020

SUBJECT

Continue Declaration of Local Emergency Regarding Novel Coronavirus (COVID-19)

RECOMMENDATION

The City Manager recommends that the City Council:

Continue the Declaration of Local Emergency pursuant to Government Code section 8630 and Health & Safety Code section 101080 due to COVID-19.

FISCAL IMPACT

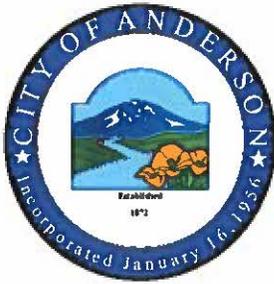
The declaration of emergency will not incur any costs for the City, and may help the City receive disaster funding in the event that the City has to expend funds on dealing with COVID-19 and related issues.

DISCUSSION and BACKGROUND

The City Council issued a declaration of local emergency as a result of COVID-19 on March 17, 2020. Under Government Code section 8630 and Health & Safety Code section 101080, the local emergency must be renewed every 30-days to remain in effect. As discussed at the March 17, 2020 meeting, the declaration of local emergency enables the City to

potentially receive disaster funding from the federal and state governments. It also permits some exceptions to the Public Contract Code for matters arising from the emergency.

The City Council is required to continue to renew the declaration of local emergency until it is formally terminated by Council action.



AGENDA ITEM

August 18, 2020 City Council Meeting

Approved for Submittal By:


Jeff Kiser, City Manager

To Be Presented By:


Liz Cottrell, Finance Director/Treasurer

To: Honorable Mayor and Members of the Anderson City Council

Through: Jeff Kiser, City Manager

From: Liz Cottrell, Finance Director/Treasurer

Date: August 18, 2020

SUBJECT

Quarterly Treasurer's Report on City Investments

RECOMMENDATION

The Finance Director recommends that the City Council:

Receive and file the quarterly treasurer's report for the fiscal quarter ended June 30, 2020

FISCAL IMPACT

This action has no direct fiscal impact. The report is for information purposes only.

DISCUSSION and BACKGROUND

State law requires the City Treasurer to report every fiscal quarter to the City Council about the city's investments. The attached report includes complete information about the city treasury and certifies that the city's investments are in accordance with state law and the Council's adopted investment policy.

ATTACHMENTS

Quarterly Treasurer's Report and Certification for the fiscal quarter ended June 30, 2020.

City of Anderson
Quarterly Certification of Compliance with Investment Policy
 Quarter Ended June 30, 2020

A. Section 8.1 of the City's Investment Policy restricts the amount of pooled funds which may be invested in certain types of investments. These types of investments and a statement of compliance are below.

<u>Investment Type</u>	<u>Maximum investment</u>	<u>Current Investment</u>	<u>Percent of Total</u>	<u>Below Maximum?</u>
Banker's Acceptances	15% of Total Portfolio	\$0	0.00%	Yes
Certificates of Deposit	30% of Total Portfolio	\$0	0.00%	Yes
Prime Commercial Paper	15% of Total Portfolio	\$0	0.00%	Yes
Medium-term Corporate Notes	15% of Total Portfolio	\$0	0.00%	Yes

B. Section 13.1 of the City's Investment Policy restricts the overall maturities of pooled investments. These restrictions and a statement of compliance are below.

<u>Maturity</u>	<u>Investment Restriction</u>	<u>Current Investment</u>	<u>Percent of Total</u>	<u>Limit Met?</u>
Within One Year	50% of Total - Minimum	\$15,475,301	100.00%	Yes
Between Three and Five Years	25% of Total - Maximum	\$0	0.00%	Yes
Over Five Years	None Allowed	\$0	0.00%	Yes

C. Section 13.1 of the City's Investment Policy provides that the average investment maturity must be less than three years.

Weighted Average Days to Maturity of Treasurer's Pool:	1
Restriction Met?:	Yes

I hereby certify that as of June 30, 2020 the investment of the City of Anderson comply in all respects with the requirements of the California Government Code and the City's current Investment Policy and that there is sufficient cash flow to cover the next six months expenditures.

Certified by:



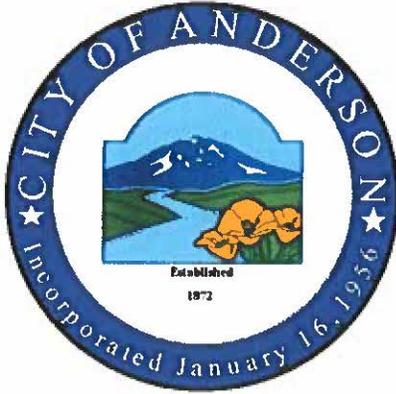
 Liz Cottrell, Treasurer

City of Anderson
Quarterly Report on the Treasurer's Investment Pool
Quarter Ended June 30, 2020

	Issuer	Yield to Maturity	Rate	Days to Maturity	Par Value	Book Value	Market Value	Credit Rating (Notes)	Percent of Total Investments
Checking and Passbook accounts									
Primary Checking	Tri-Counties Bank	na	na	na	2,343,827	2,343,827	2,343,827	na	
Payroll Checking	Tri-Counties Bank	na	na	na	1,000	1,000	1,000	na	
Passbook Savings	Tri-Counties Bank	na	0.01%	na	33,273	33,273	33,273	na	
REDIP Reserve Acct	Tri-Counties Bank	na	0.01%	na	21,184	21,184	21,184	na	
Money Market	Tri-Counties Bank	na	0.04%	na	265,059	265,059	265,059	na	
Subtotal					2,664,343	2,664,343	2,664,343		17.22%
Certificates of Deposit									
					0	0	0		0.00%
Local Agency Investment Fund									
Local Agency Investment Fund	na	na	1.40%	1	12,810,108	12,810,108	12,810,108	na	82.78%
Petty Cash									
Petty Cash	na	na	na	na	850	850	850	na	0.005%
Total Funds Held by the City of Anderson on June 30, 2020					15,475,301	15,475,301	15,475,301		100.0%
Total Funds Held by the City of Anderson on March 31, 2020					13,566,384	13,566,384	13,566,384		
					1,908,917	1,908,917	1,908,917		
Weighted Average Yields			1.160%						
Weighted Average Days to Maturity				1					
Percent Maturing within One Year				100.00%					
Percent Maturing between One and Three Years				0.00%					
Percent Maturing between Three and Five Years				0.00%					

City of Anderson
Quarterly Report on Funds Held Outside the Treasurer's Pool
Quarter Ended June 30, 2020

Issuer	Yield to Maturity	Rate	Maturity Date	Par Value	Book Value	Market Value
Superior California Economic Development District Checking Account Cornerstone Community Bank	na	0.00%	na	3,449	3,449	3,449
Amerinational Community Services Group	na	na	na	0	0	0
Funds Held by Trustee (US Bank) for Redevelopment Agency (2005)	-	Retired		0	0	0
Funds Held by Trustee (US Bank) for Redevelopment Agency (2008)	-	Retired		0	0	0
Funds Held by Trustee (US Bank) for Redevelopment Agency (2015)	0.09%	na	na	491,192	491,192	491,192
Funds Held by Trustee (Union Bank) for Wastewater Bonds	0.00%	na	na	-	-	-
ICMA Retirement Corporation Employee Directed Investments	na	na	na	1,835,627	1,835,627	1,835,627
Total Funds Held by the City of Anderson Outside the Treasurer's Investment Pool on June 30, 2019				2,330,268	2,330,268	2,330,268
Total Funds Held by the City of Anderson Outside the Treasurer's Investment Pool on March 31, 2020				2,355,814	2,355,814	2,355,814
Difference				(25,546)	(25,546)	(25,546)



AGENDA ITEM

August 18, 2020 City Council Meeting

Approved for Submittal By:
 Jeff Kiser, City Manager
To Be Presented By:
 Collin Bogener, City Attorney

To: Honorable Mayor and City Council Members
Through: Jeff Kiser, City Manager
From: Liz Cottrell, Assistant City Manager and City Attorney, Collin Bogener
Date: August 18, 2020

SUBJECT

Public Hearing - Review, and formalize through the adoption of resolutions, findings of the development impact fees pursuant to Government Code section 66001(d)

RECOMMENDATION

The City Manager recommends that the City Council:

- 1. Conduct a public hearing to review and finalize through adoption of resolutions, findings of the development impact fees pursuant to Government Code Section 66001(d); and**
- 2. Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Corp yard and Police Improvement Fund.**
- 3. Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Deschutes Interchange Improvement Fund.**
- 4. Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Drainage Improvement Fund.**

5. **Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Traffic Impact Improvement Fund.**
6. **Adopt a resolution making findings for unexpended Development Fees in accordance with California Government Code Section 66011, and reviewing and accepting annual Development Fee Disclosure Information for the Wastewater Capital Improvement Fund.**

FISCAL IMPACT

This is required under AB 1600, and a failure to make the listed findings could result in a loss of the development impact fees.

DISCUSSION and BACKGROUND

AB 1600 (Statutes of 1998, Mitigation Fee Act), codified as Section 66000 et seq. of the California Government Code, regulates how public agencies collect, maintain, and spend impact fees imposed on developers for the purpose of defraying costs of public facilities. It includes requirements for accounting, spending, and annually reporting the fees and related interest earnings, and for findings or refunds if fees remain unspent five or more years after receipt.

Pursuant to Government Code section 66001(d), for the first fiscal year following the first deposit of an impact fee into the designated account or fund, and every 5-years thereafter, the City is required to make the following findings of any portion of an account or fund remaining unexpended, whether committed or uncommitted:

- (A) Identify the purpose for which the fee is to be put.
- (B) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.
- (C) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.
- (D) Designate the dates that the funding will be placed in the appropriate funds.

The annual review of the development impact fees was addressed at the June 2, 2020 regular City Council meeting, pursuant to Government Code section 66001(a), which went into detail about the particular fees. However, in order to ensure compliance with state law, the City Council will need to make these additional findings every five years to ensure the monies are not lost.

For edification, the parks development impact fees are not included in these findings, as the legislature specifically excluded the Quimby Act (which permits the impact fees for parks) from these requirements.

ATTACHMENT

Proposed Resolution – Corp Yard and Police Improvement Fund
Proposed Resolution – Deschutes Interchange Improvement Fund
Proposed Resolution – Drainage Improvement Fund
Proposed Resolution – Traffic Improvement Fund
Proposed Resolution – Wastewater Capital Improvement Fund

RESOLUTION NO. 20-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANDERSON MAKING FINDINGS FOR UNEXPENDED DEVELOPMENT FEES IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 66001, AND REVIEWING AND ACCEPTING ANNUAL DEVELOPMENT FEE DISCLOSURE INFORMATION

WHEREAS, the Mitigation Fee Act, Government Code Section 66000 et seq., authorizes the City of Anderson ("City") to impose, collect, and expend mitigation fees to offset the impacts of development within the City; and

WHEREAS, among the procedural requirements mandated by the Mitigation Fee Act is a requirement that beginning with the fifth fiscal year following deposit of development fees into a designated account, and each fifth fiscal year thereafter, the City make specified findings regarding any portion of the fees that remain unexpended; and

WHEREAS, a portion of the fees currently deposited in the City's Drainage Capital Improvement Fund were collected over five (5) years ago, and therefore the City wishes to make the findings required by Government Code Section 66001(d); and

WHEREAS, the City also wishes to review and approve reports required by the Mitigation Fee Act under the annual information disclosure requirements of Government Code Section 66006(b), including but not limited to the amount of the fee, the beginning and ending balance of the fee account or fund, and the interest earned thereon.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Anderson hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

2. The City Council finds that the Drainage Capital Improvement Fund currently contains (as of July 1, 2020) Eight Hundred Twenty Six Thousand, Nine Dollars (\$826,009) in unexpended fees that were collected over five (5) years ago from developer and/or property owners.

3. In accordance with Government Code section 66001(d)(1), the City Council finds as follows:

(A) The Unexpended Fee will be used to provide for improvements to citywide drainage with the primary focus on Tormey Drain ("Project") as identified in the City's Capital Improvement Plan.

(B) There exists a reasonable relationship between the Unexpended Fee described above and the purpose for which it was charged because the Project will improve the drainage within City limits.

(C) The fund will be the primary means of financing the Project, but the general fund will be utilized if needed.

(D) The Unexpended Fee has been deposited in the Drainage Capital Improvement Fund, which is the appropriate fund to finance the Project.

4. In accordance with Government Code Section 66006(b), the City Council has reviewed and accepted the annual disclosure information made available to the public regarding City mitigation fees which was presented to the City Council in the staff report attached to this Resolution, and also placed on file with the City Clerk.

PASSED AND ADOPTED by the City Council of the City of Anderson this 18th day of August 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Melissa Hunt, Mayor

ATTEST:

Christy White, Deputy City Clerk

RESOLUTION NO. 20-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANDERSON MAKING FINDINGS FOR UNEXPENDED DEVELOPMENT FEES IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 66001, AND REVIEWING AND ACCEPTING ANNUAL DEVELOPMENT FEE DISCLOSURE INFORMATION

WHEREAS, the Mitigation Fee Act, Government Code Section 66000 et seq., authorizes the City of Anderson ("City") to impose, collect, and expend mitigation fees to offset the impacts of development within the City; and

WHEREAS, among the procedural requirements mandated by the Mitigation Fee Act is a requirement that beginning with the fifth fiscal year following deposit of development fees into a designated account, and each fifth fiscal year thereafter, the City make specified findings regarding any portion of the fees that remain unexpended; and

WHEREAS, a portion of the fees currently deposited in the Deschutes Interchange Project Fund were collected over five (5) years ago, and therefore the City wishes to make the findings required by Government Code Section 66001(d); and

WHEREAS, the City also wishes to review and approve reports required by the Mitigation Fee Act under the annual information disclosure requirements of Government Code Section 66006(b), including but not limited to the amount of the fee, the beginning and ending balance of the fee account or fund, and the interest earned thereon.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Anderson hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

2. The City Council finds that the Deschutes Interchange Project Fund currently contains (as of July 1, 2020) Ninety Thousand, Four Hundred Sixty-Three Dollars (\$90,463) in unexpended fees that were collected over five (5) years ago from developer and/or property owners.

3. In accordance with Government Code section 66001(d)(1), the City Council finds as follows:

(A) The Unexpended Fee will be used to provide for improving the Deschutes Interchange ("Project") as identified in the City's Capital Improvement Plan. This construction of the eastside roundabout and new northbound off ramp have been completed, with the west side being worked on next.

(B) There exists a reasonable relationship between the Unexpended Fee described above and the purpose for which it was charged because the Project will complete the west side off ramp.

(C) The fund will be the primary means of financing the Project, but the general fund will be utilized if needed.

(D) The Unexpended Fee has been deposited in the Deschutes Interchange Project Fund, which is the appropriate fund to finance the Project.

4. In accordance with Government Code Section 66006(b), the City Council has reviewed and accepted the annual disclosure information made available to the public regarding City mitigation fees which was presented to the City Council in the staff report attached to this Resolution, and also placed on file with the City Clerk.

PASSED AND ADOPTED by the City Council of the City of Anderson this 18th day of August 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Melissa Hunt, Mayor

ATTEST:

Christy White, Deputy City Clerk

RESOLUTION NO. 20-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANDERSON MAKING FINDINGS FOR UNEXPENDED DEVELOPMENT FEES IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 66001, AND REVIEWING AND ACCEPTING ANNUAL DEVELOPMENT FEE DISCLOSURE INFORMATION

WHEREAS, the Mitigation Fee Act, Government Code Section 66000 et seq., authorizes the City of Anderson ("City") to impose, collect, and expend mitigation fees to offset the impacts of development within the City; and

WHEREAS, among the procedural requirements mandated by the Mitigation Fee Act is a requirement that beginning with the fifth fiscal year following deposit of development fees into a designated account, and each fifth fiscal year thereafter, the City make specified findings regarding any portion of the fees that remain unexpended; and

WHEREAS, a portion of the fees currently deposited in the City's Corp Yard and Police Facility Fund were collected over five (5) years ago, and therefore the City wishes to make the findings required by Government Code Section 66001(d); and

WHEREAS, the City also wishes to review and approve reports required by the Mitigation Fee Act under the annual information disclosure requirements of Government Code Section 66006(b), including but not limited to the amount of the fee, the beginning and ending balance of the fee account or fund, and the interest earned thereon.

NOW, THEREFORE, the City Council of the City of Anderson hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

2. The City Council finds that the Corp Yard and Police Facility Fund currently contains (as of July 1, 2020) Four Hundred One Thousand, and Seven Hundred Ninety-Seven (\$401,797) in unexpended fees that were collected over five (5) years ago from developer and/or property owners.

3. In accordance with Government Code section 66001(d)(1), the City Council finds as follows:

(A) The Unexpended Fee will be used to provide for the Corp Yard on Barney Street and the Police Department on North Street ("Project") as identified in the City's Capital Improvement Plan.

(B) There exists a reasonable relationship between the Unexpended Fee described above and the purpose for which it was charged because the Project will improve both the Corp Yard and the Police Department, public facilities within the City.

(C) The fund will be the primary means of financing the Project, but the general fund will be utilized if needed.

(D) The Unexpended Fee has been deposited in the Corp Yard Facility Fund, which is the appropriate fund to finance the Project.

4. In accordance with Government Code Section 66006(b), the City Council has reviewed and accepted the annual disclosure information made available to the public regarding City mitigation fees which was presented to the City Council in the staff report attached to this Resolution, and also placed on file with the City Clerk.

PASSED AND ADOPTED by the City Council of the City of Anderson this 18th day of August 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Melissa Hunt, Mayor

ATTEST:

Christy White, Deputy City Clerk

RESOLUTION NO. 20-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANDERSON MAKING FINDINGS FOR UNEXPENDED DEVELOPMENT FEES IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 66001, AND REVIEWING AND ACCEPTING ANNUAL DEVELOPMENT FEE DISCLOSURE INFORMATION

WHEREAS, the Mitigation Fee Act, Government Code Section 66000 et seq., authorizes the City of Anderson ("City") to impose, collect, and expend mitigation fees to offset the impacts of development within the City; and

WHEREAS, among the procedural requirements mandated by the Mitigation Fee Act is a requirement that beginning with the fifth fiscal year following deposit of development fees into a designated account, and each fifth fiscal year thereafter, the City make specified findings regarding any portion of the fees that remain unexpended; and

WHEREAS, a portion of the fees currently deposited in the Wastewater Capital Improvement Fund were collected over five (5) years ago, and therefore the City wishes to make the findings required by Government Code Section 66001(d); and

WHEREAS, the City also wishes to review and approve reports required by the Mitigation Fee Act under the annual information disclosure requirements of Government Code Section 66006(b), including but not limited to the amount of the fee, the beginning and ending balance of the fee account or fund, and the interest earned thereon.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Anderson hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

2. The City Council finds that the Wastewater Capital Improvement Fund currently contains (as of July 1, 2020) One million, three-hundred seventy-one thousand, five hundred and eighty dollars (\$1,371,581) in unexpended fees that were collected over five (5) years ago from developer and/or property owners.

3. In accordance with Government Code section 66001(d)(1), the City Council finds as follows:

(A) The Unexpended Fee will be used to provide for paying for the wastewater improvement projects such as the infiltration project on Cobblestone Loop #2 and extension of the sewer to the Ox Yoke area ("Project") as identified in the City's Capital Improvement Plan.

(B) There exists a reasonable relationship between the Unexpended Fee described above and the purpose for which it was charged because the Project will go to paying off the bonds.

(C) The fund will be the primary means of financing the Project, along with grant matches or loan funds, but the general fund will be utilized if needed.

(D) The Unexpended Fee has been deposited in the Wastewater Capital Improvement Fund, which is the appropriate fund to finance the Project.

4. In accordance with Government Code Section 66006(b), the City Council has reviewed and accepted the annual disclosure information made available to the public regarding City mitigation fees which was presented to the City Council in the staff report attached to this Resolution, and also placed on file with the City Clerk.

PASSED AND ADOPTED by the City Council of the City of Anderson this 18th day of August 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Melissa Hunt, Mayor

ATTEST:

Christy White, Deputy City Clerk

RESOLUTION NO. 20-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANDERSON MAKING FINDINGS FOR UNEXPENDED DEVELOPMENT FEES IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 66001, AND REVIEWING AND ACCEPTING ANNUAL DEVELOPMENT FEE DISCLOSURE INFORMATION

WHEREAS, the Mitigation Fee Act, Government Code Section 66000 et seq., authorizes the City of Anderson ("City") to impose, collect, and expend mitigation fees to offset the impacts of development within the City; and

WHEREAS, among the procedural requirements mandated by the Mitigation Fee Act is a requirement that beginning with the fifth fiscal year following deposit of development fees into a designated account, and each fifth fiscal year thereafter, the City make specified findings regarding any portion of the fees that remain unexpended; and

WHEREAS, a portion of the fees currently deposited in the City's Traffic Capital Improvement Fund were collected over five (5) years ago, and therefore the City wishes to make the findings required by Government Code Section 66001(d); and

WHEREAS, the City also wishes to review and approve reports required by the Mitigation Fee Act under the annual information disclosure requirements of Government Code Section 66006(b), including but not limited to the amount of the fee, the beginning and ending balance of the fee account or fund, and the interest earned thereon.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Anderson hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

2. The City Council finds that the Traffic Capital Improvement Fund currently contains (as of July 1, 2020) One million, Four hundred Sixty-Nine Thousand, One hundred and Five Dollars (\$1,469,105) in unexpended fees that were collected over five (5) years ago from developer and/or property owners.

3. In accordance with Government Code section 66001(d)(1), the City Council finds as follows:

(A) The Unexpended Fee will be used to provide for improvements to citywide streets including the widening of streets or for signals, due to increased traffic, ("Project") as identified in the City's Capital Improvement Plan. This includes work on the Gateway Drive Extension PSE.

(B) There exists a reasonable relationship between the Unexpended Fee described above and the purpose for which it was charged because the Project will improve the roads within City limits.

(C) The fund will be the primary means of financing the Project, but the general fund will be utilized if needed.

(D) The Unexpended Fee has been deposited in the Traffic Capital Improvement Fund, which is the appropriate fund to finance the Project.

4. In accordance with Government Code Section 66006(b), the City Council has reviewed and accepted the annual disclosure information made available to the public regarding City mitigation fees which was presented to the City Council in the staff report attached to this Resolution, and also placed on file with the City Clerk.

PASSED AND ADOPTED by the City Council of the City of Anderson this 18th day of August 2020, by the following vote:

AYES:

NOES:

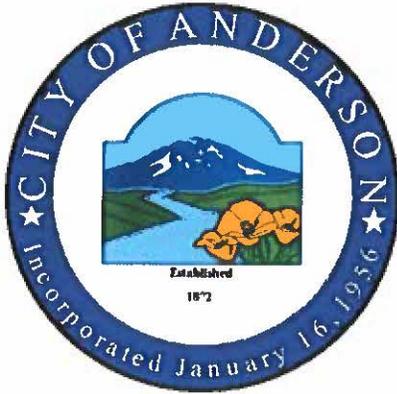
ABSENT:

ABSTAIN:

Melissa Hunt, Mayor

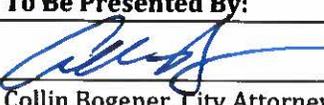
ATTEST:

Christy White, Deputy City Clerk



AGENDA ITEM

August 18, 2020 City Council Meeting

Approved for Submittal By:
 Jeff Kiser, City Manager
To Be Presented By:
 Collin Bogener, City Attorney

To: Honorable Mayor and City Council Members
Through: Jeff Kiser, City Manager
From: City Attorney, Collin Bogener
Date: August 18, 2020

SUBJECT

Introduce an Ordinance amending Chapter 2.50 "Recreation and Parks" of the City of Anderson Municipal Code to remove Parks and Recreation Commission

RECOMMENDATION

The City Attorney recommends that the City Council:

Introduce Ordinance No. 832 (First Reading), Amending Chapter 2.50 "Recreation and Parks" of the City of Anderson Municipal Code to remove Parks and Recreation Commission and set for enactment on September 1, 2020 (second reading).

FISCAL IMPACT

This savings to the General Fund for removing the Parks and Recreation Commission is approximately \$ 3,000.00 annually.

DISCUSSION and BACKGROUND

In or around 1976, the Anderson City Council created, by ordinance, a Board of Recreation Commissioners, to oversee all matters concerning parks and recreation in the City of Anderson. The powers and duties of these commissioners included coordination with school districts regarding recreation activities, to inspect parks and recreation facilities, to receive

recommendations from the community on parks and recreation matters, and to issue recommendations to the City Council any related policies for adoption, among other tasks.

These commissioners, per section 2.50.040 of the Anderson Municipal Code, are appointed in the following fashion: one voting member appointed by the City Council; one voting member appointed by each school board (Anderson High School District, Cascade Elementary School District, and Happy Valley Union School District- 3 total); and the final commissioner chosen by the other 4 by majority vote.

Since 2017 the Parks Commission has functioned with 4 Commissioners when Mr. Kraft resigned. The City had reached out to possible interested parties and posted the opening with no luck in filling that position. In 2019 City was notified another commissioner would be leaving and a 3rd was unable to attend. As such the Parks Commission has not been able to have a quorum since August 18, 2019. As with some of the other commissions and appointments is it becoming difficult to fill the required positions.

The continued existence of the Parks Commission does place some burdens on staff. The meetings continued to be calendared and agendized, but ultimately result in a cancellation of the meeting due to the lack of quorum. The City Clerk is required to spend time performing these tasks, even though no meeting ever occurs. Similarly, these meetings create conflicts in the calendar, as other events cannot be scheduled to use the Council Chambers at the time to commission is supposed to meet.

The proposed amendment to Chapter 2.50 would eliminate the commission altogether, leaving on a reference to the Recreation Department, which will continue to consist of a Recreation Director, who reports directly to the City Manager. If the motion does not go forward, the commission will continue to exist until enough willing participants can be located to establish a quorum.

ATTACHMENT

Ordinance
Red line Ordinance

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANDERSON AMENDING
CHAPTER 2.50 "RECREATION AND PARKS" OF THE CITY OF ANDERSON MUNICIPAL
CODE TO REMOVE PARKS AND RECREATION COMMISSION**

THE CITY COUNCIL OF THE CITY OF ANDERSON does hereby find, determine and declare as follows:

WHEREAS, Chapter 2.50 of the Anderson Municipal Code established a Parks and Recreation Commission for the City wherein Commission members are selected as follows: one member by the City Council, one member by the Anderson Union High School District, one member by the Cascade Union Elementary School District; one member from the Happy Valley Union School District, and the final member selected by the other four appointed members; and

WHEREAS, attendance at the Parks and Recreation Commission meetings has been minimal wherein a quorum of the Commission has not existed since August 18, 2019, which prevents the meetings from proceeding forward conducting any business; and;

WHEREAS, staff time is used in preparation for and attendance at these meetings, which becomes a waste of City resources when no meeting occurs; and

WHEREAS, the proposed amendment removes the Parks and Recreation Commission from the municipal code, effectively dissolving the Commission, and placing the hiring of the Recreation Director under the authority of the City Manager; and

NOW, THEREFORE, the City Council of the City of Anderson does ordain as follows:

SECTION 1. Chapter 2.50 "Recreation and Parks" of Title 8 "Administration and Personnel" of the City of Anderson Municipal Code is hereby repealed and replaced to read as follows:

Chapter 2.50 - RECREATION AND PARKS

2.50.010 - Established.

To carry out the purposes of this chapter, there is established a recreation department.

2.50.020 - Function.

The functions of the recreation department shall include:

- A. The provision of opportunities through a recreation program for all ages and the administration of such program;
- B. The scheduling of the use of recreation and park facilities;

C. Making recommendations on the operation and maintenance of recreation and park facilities and programs.

2.50.030 - Director.

The recreation department shall be headed by a recreation director hired by the City Manager. They shall be responsible for the direction and control of all functions assigned to that department. The recreation department shall be organized, maintained and operated by the recreation director under the general administrative direction of the city manager.

2.50.040 - Funding.

The cost of the operation of the recreation department shall be funded in accordance with the terms of the joint powers agreement adopted pursuant to Title I, Division 7, Chapter 5, (Sections 6500-6514 inclusive) of the California Government Code.

The City Clerk shall certify to the adoption of this ordinance and shall cause it to be posted and/or published in accordance with the law.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Anderson held on August 18, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Melissa Hunt, Mayor

ATTEST:

Christy White, Deputy City Clerk

Chapter 2.50 - RECREATION AND PARKS

I. - Recreation and Parks Commission

2.50.010 - Establishment

The Anderson City Council may establish a Recreation and Parks Commission as necessary to coordinate all of the park and recreation activities of the city and the school districts, other than those activities included within the regular program of activities of the school districts. The Recreation and Parks Commission shall be created by resolution, which will set forth the number of commission members, the terms of the commission members, the manner of appointment, and the responsibilities held by each member.

• 2.50.010 - Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section.

A. "Boards" means the board of trustees of the Anderson Union High School District, Cascade Union Elementary School District and the Happy Valley Union School District.

B. "Commission" means the Anderson recreation and parks commission.

C. "Council" means the city council of Anderson.

D. "Department" means and refers to the administrative structure of the city in specific regards to the recreation and parks department.

• 2.50.020 - Established.

There is established a board of recreation commissioners, pursuant to Chapter 6, Division 12, Part 3 of the California Education Code, to be known as the recreation and parks commission.

• 2.50.030 - Composition.

The commission shall consist of five members, and four nonvoting, ex officio members.

• 2.50.040 - Appointment of members.

One voting member of the commission shall be appointed by the council and three voting members shall be appointed by the boards, one voting member by each board. One voting member shall be appointed by a majority vote of the four members appointed to the commission by the council and boards. One ex officio member shall be appointed by

the council from its membership or staff and three ex officio members shall be appointed by the boards from their membership or staff, each board appointing one member.

• **2.50.050 – Manner of appointment, terms of office, removal of members.**

A. The parks and recreation commission members are to serve for terms of three years and are to serve without compensation. Members of the first commission appointed shall determine their respective terms of office by lot, so that two shall serve for a term of one year, one shall serve for a term of two years and one shall serve for a term of three years.

B. The initial appointment by the commission of one voting member shall be made at the first meeting of the commission following the initial appointment, to expire on the anniversary date one year from the date of appointment.

C. Each appointment or reappointment made following the above described initial appointments shall be made effective upon the expiration of each initial term respectively and shall be for a term to expire on the anniversary date three years from the effective date of such appointment or reappointment.

D. Members shall serve to the conclusion of the applicable three-year term or until a successor is named, whichever occurs later in time.

E. Each ex officio member shall serve at the will of the appointing authority.

F. Voting members of the commission may be removed by majority vote of the appointing authority.

G. The appointment of a member to fill a vacancy on the commission shall be for the balance of the unexpired term of the incumbent member.

• **2.50.060 – Officers—Bylaws—Meetings.**

A. The commission shall elect a chairman and vice-chairman from among its regular voting members. The secretary to the recreation and parks director shall serve as secretary to the commission. Officers shall serve for the terms and in the manner set forth in the rules of procedure adopted by the commission.

B. The commission shall adopt rules of procedure providing for the method of electing officers, time and place of regular meetings of the commission, which shall be held at least once each month, and such other rules as may be necessary for the transaction of the business of the commission, and shall keep a public record of its resolutions, transactions, findings and determinations.

• **2.50.070 – Powers and duties.**

The powers and duties of the commission shall be as follows:

A. To coordinate all of the park and recreation activities of the city and the school districts, other than those activities included within the regular program of activities of the school districts;

B. To encourage a sound program of parks and playground acquisition, development and maintenance;

C. To foster close coordination of school and playground development to avoid duplication of facilities;

D. To interpret the community park and recreation programs to public officials and to the general citizenship in order to promote understanding and financial support from public and private sources;

E. To recommend to the city council the establishment of general policies with respect to the recreation and parks department;

F. To consider recommendations and requests originating from any source outside the recreation and parks department;

G. To make periodic inspections of recreation and park facilities;

H. To act in an advisory capacity to the city manager in making plans for and conducting recreational activities;

I. To make such investigations or surveys in the general field of recreation and parks administration as may be deemed advisable by the council or school districts, or as may be deemed advisable by the city administrator, and to fully report its findings and recommendations;

J. To assist the city council in the acquisition, development, beautification and maintenance of park and recreation facilities in the city, as part of a sound master recreation and park plan, in keeping with the community needs and future growth;

K. To aid the city council in coordinating the recreation and parks services with the programs of other government agencies and voluntary organizations;

L. To advise, with the assistance of the city manager, in the preparation of the annual budget and long-range parks and recreation capital improvement program for submission to the city council;

M. To advise the city council on problems of development of recreation areas, facilities, programs and improved recreation services;

N. To prepare and recommend to the council and boards a master plan setting forth a comprehensive, long term general plan for the recreational development of the city and the school districts;

O. To act in an advisory capacity to the council and boards in planning, developing and administering recreation and park facilities and programs.

• **2.50.080 - Hiring procedures—Director of recreation.**

In addition to those procedures required by the terms of this code and the personnel rules, the director of recreation shall be hired according to the following procedures:

A. The applications submitted by an applicant for appointment to the director of recreation position shall be reviewed by a committee of six persons. Such committee shall be comprised of one member of the council, one member from each of the boards and two members of the commission. Each person shall be appointed to such review committee by the body of which he is a member.

B. Upon review of each application, such committee shall prepare a list of applicants, if any, who are thereby selected for an oral interview.

C. Each applicant selected for an oral interview shall be interviewed by a committee of five persons. Such committee shall be comprised of one member of the council, one member from each of the boards or staff, one member of the administrative staff of the city, one person, with the exception of the one administrative staff representative, shall be appointed to such oral interview committee by the body of which he is a member.

D. Upon the completion of such oral interview, the committee shall submit its recommendation to the city manager who shall make the appointment after consulting the committee.

H. - Recreation Department

2.50.0190 - Established.

To carry out the purposes of this chapter, there is established a recreation department.

2.50.020100 - Function.

The functions of the recreation department shall include:

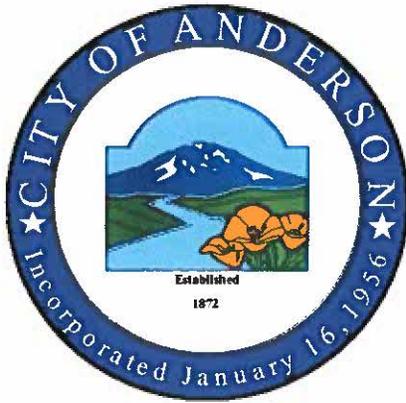
- A. The provision of opportunities through a recreation program for all ages and the administration of such program;
- B. The scheduling of the use of recreation and park facilities;
- C. Making recommendations on the operation and maintenance of recreation and park facilities and programs.

2.50.030110 - Director.

The recreation department shall be headed by a recreation director ~~hired by the City Manager appointed in accordance with Section 2.50.080.~~ ~~They~~He shall be responsible for the direction and control of all functions assigned to that department. The recreation department shall be organized, maintained and operated by the recreation director under the general administrative direction of the city manager.

2.50.120 - Funding.

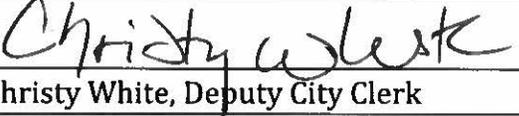
The cost of the operation of the recreation department shall be funded in accordance with the terms of the joint powers agreement adopted pursuant to Title I, [Division 7, Chapter 5](#) (Sections 6500-6514 inclusive) of the California Government Code.



AGENDA ITEM

August 18, 2020, City Council Meeting

Approved for Submittal By:

Jeff Kiser, City Manager
To Be Presented By:

Christy White, Deputy City Clerk

To: Honorable Mayor and Members of the Anderson City Council
Through: Jeff Kiser, City Manager
From: Christy White, Deputy City Clerk
Date: August 18, 2020

SUBJECT

Cancelling Election and Calling for Appointments in Lieu.

RECOMMENDATION

The City Clerk recommends that the City Council:

Approve the Resolution cancelling the municipal election to be held on November 3, 2020 because only one person was nominated for each office to be elected, and appointment of the nominated individuals for office

FISCAL IMPACT

If the election is cancelled the cost savings to the General Fund is approximately \$5,000-\$8,000.

DISCUSSION and BACKGROUND

As of the close of the nomination period on August 7, 2019, at 5:00 p.m., the following candidates have been nominated for each City Council member office to be filled at the November 3, 2020 municipal election:

Susie Baugh
Stan Neutze
Melissa Hunt
Michael Gallagher (two-year term spot)

The nomination papers were deemed to be complete and sufficient. In the event only one person has been nominated for an office, the City Council may take one of the following actions authorized by Section 10229 of the California Elections Code: 1) appoint to the office the person who has been nominated or 2) hold the election. If the Council chooses the first option, the Council should cancel the municipal election and the City Clerk shall not accept for filing any statement of write-in candidacy that is submitted after the appointment is made. The appointed persons will qualify, take office and serve exactly as if elected at the municipal election.

The City Clerk published in the Record Searchlight and posted at the three public posting places a notice specifying the facts concerning the nominations and the proposed appointments. Section 10229 provides after the fifth day following publication, the Council may make the appointment or direct an election. If by the 75th day before the municipal election, which is August 20, 2020, no person has been appointed to office, the election must be held.

If the resolution passes, the November 3, 2020 election will be cancelled as it pertains to the City of Anderson. The City Clerk will certify the passage, approval and adoption of the resolution, confirming with the County that the election will not go forward. The persons appointed will qualify, take office, and serve exactly as if elected at a municipal election for such office.

ATTACHMENT

1. Resolution

CITY OF ANDERSON RESOLUTION NO. __

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANDERSON CANCELLING THE MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2020 BECAUSE ONLY ONE PERSON WAS NOMINATED FOR EACH OFFICE TO BE ELECTED, AND APPOINTING THE NOMINATED INDIVIDUALS TO OFFICE

WHEREAS, a municipal election is scheduled for Tuesday, November 3, 2020, to fill four seats on the City Council of the City of Anderson; and;

WHEREAS, on the 83rd day before the November 3, 2020 municipal election, only one person was nominated for each open City Council member office that would be elected on a citywide basis at the election; and

WHEREAS, Section 10229 of the California Elections Code authorizes the City Council to take one of the following courses of action: (1) appoint to office the person who has been nominated, or (2) hold the election; and

WHEREAS Section 10229 of the California Elections Code provides if, by the 75th day before the municipal election, no person has been appointed to office, the election shall be held; and

WHEREAS, by certificate attached to this Resolution as Exhibit A, the City Clerk has certified to these facts; and

WHEREAS, the City Clerk caused notice of these facts to be published pursuant to Section 6061 of the California Government Code.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Anderson as follows:

1. The recitals set forth above are true and correct; and
2. The municipal election scheduled to be held on Tuesday, November 3, 2020, is hereby cancelled; and
3. The City Council hereby appoints the following individuals for the offices to which they were nominated: (1) Susie Baugh for the office of City Council member, four year term, (2) Stan Neutze for the office of City Council member, four year term, (3) Melissa Hunt for the office of City Council member, four year term; and (4) Michael Gallagher for the office of City Council member, two-year term; and
4. The persons herein appointed for each office shall qualify, take office, and serve exactly as if elected at a municipal election for such office; and
5. The City Clerk shall certify to the passage, approval, and adoption of this resolution and shall cause this resolution and the City Clerk's certification to be entered in the permanent records of the City.

IT IS HEREBY CERTIFIED that the City Council of the City of Anderson duly introduced and regularly adopted the foregoing resolution at a regular meeting held on August 18, 2020 by the following vote:

AYES:

NOES:

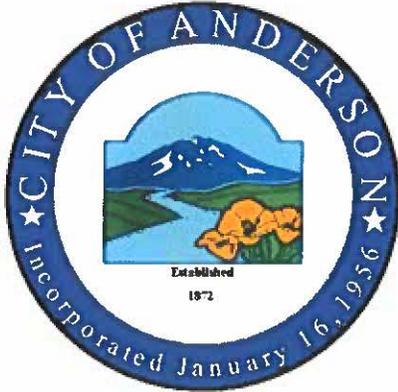
ABSENT:

ABSTAIN:

Melissa Hunt, Mayor

ATTEST:

Christy White, Deputy City Clerk



AGENDA ITEM

August 18, 2020 City Council Meeting

Approved for Submittal By:

Jeff Kiser
Jeff Kiser, City Manager

To Be Presented By:

Liz Cottrell
Liz Cottrell, Assistant City Manager

To: Honorable Mayor and City Council Members
Through: Jeff Kiser, City Manager
From: Assistant City Manager, Liz Cottrell
Date: August 18, 2020

SUBJECT

Community Development Block Grant COVID-CV1 Application

RECOMMENDATION

The Assistant City Manager recommends that the City Council:

Adopt a Resolution approving an application for funding and the execution of a Grant Agreement and any Amendments thereto from the 2020 Community Development Block Grant Program-Coronavirus response Round 1 (CDBG-CV1) NOFA dated June 5, 2020; approval of the Statement of Assurances; approve the submittal of the application.

FISCAL IMPACT

There is no fiscal impact to the General Fund. The City is allocated \$86,899 for CDBG-CV1 Funding for COVID response.

DISCUSSION and BACKGROUND

On March 27, 2020, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act in response to the impacts of the COVID-19 pandemic. The California State Department of Housing and Community Development (HCD) published a Notice of Funding Availability (NOFA) for Community Development Block Grant Coronavirus Aid, Relief, and

Economic Security (CDBG-CV1) funds on June 5, 2020 for \$18.7 million in funds. Eligible cities and counties may submit applications for CDBG-CV1 funds under the NOFA for the allocation of \$86,899 to our community. A maximum of three (3) activities will be allowed under this application cycle. Each activity must expend all funds within 12 months of the contract execution.

The CDBG-CV1 Notice of Funding Availability (NOFA) provides funding ONLY for the following Activities, which are narrowly tailored as described in Section II.A and Section II.B of the Notice of Funding Availability (NOFA):

- Assistance to businesses and microenterprises impacted by COVID-19 stay-at-home orders and shut-downs
- Public services related to COVID-19 support
- Facility improvements related to COVID-19 healthcare and homeless housing needs
- Acquisition of real property to be used for the treatment or recovery of infectious diseases in response to COVID-19

All activities are required to meet a National Objective as outlined under Section IV. of the attached NOFA.

The City held a Public Hearing on August 11, 2020, opened the Public Hearing, received comments. The following comments were received:

1. Is the money intended only for those within the City Limits of Anderson?
2. What is the cost of administrating the Grant? Who would administer the Grant?
3. Can funds be used for low income housing?
4. How many businesses in the City have 5 or less employees?
5. Could the grant be increased from \$ 5,000 to \$ 20,000, if not many applicants?
6. Is there a provision to change the 5-employee guideline?
7. If City applies for 3 activities can funds be moved between activities if needed?

Staff in recommending which activities to include in the grant application considered the comments received at the Public Hearing and is recommending applying for the following activity.

1. Micro Enterprise Business/Technical Assistance

Due to the low amount of funds allocated to the City and with regard to other options requiring a higher administrative cost staff believes this will be the best use of these funds. There will be other funding opportunities coming available whereas, the City can consider applying for future funds to assist with other mentioned options.

Staff is developing the required program design and application support to be submitted to the State not later than August 31, 2020 for the outlined program. The City is required to take action to approve the attached Resolution and Statement of Assurances for the application completion. We anticipate approval of a Sub-Recipient Agreement with the City of Redding Chamber of Commerce for implementation at a future meeting. The program is anticipated to include the following:

COVID-19 Relief Grant Program for Micro-Enterprise Businesses. The program is designed to provide \$5,000 in grant funding to the smallest businesses in the greater community – those that were likely hit the hardest during the pandemic. To qualify for the grant program, a business must have five or fewer employees, including the business owner, and must be a for-profit business that operates within City of Anderson. The organization will also service areas outside of the City limits using funds from other jurisdictions.

The program, funded by Community Development Block Grant Funds from the US Department of Housing and Urban Development (HUD) and allocated to the City of Anderson through the Department of Housing and Community Development CDBG program. This money will help to ensure that some of the smallest local businesses will survive the COVID-19 pandemic.

The funding must contribute to a micro-enterprise’s ability to remain open and retain employees. Working capital can be used for a commercial mortgage, rent, and other accounts-payable and utility-based bills, employee wages, resources needed to establish or revamp an online presence, or replace perishable inventory that was lost due to the interruption of business.

There are specific guidelines and requirements that must be met for a business to be eligible for this Micro-Enterprise Business Grant.

Generally speaking, the business must:

1. Be a brick and mortar location or home-based business that provide goods or services in City of Anderson.
2. Have five employees or less, including the business owner.
3. Have been negatively affected by COVID-19.
4. Submit applications, documentation, tax and payroll information for approval.
5. Not have received a PPP loan or other SBA disaster funding, including an EIDL in the amount of \$5,000 or more during the COVID-19 crisis.
6. Retain at least one full-time employee that could be the business owner, who would have otherwise been laid off, for at least one year.

ALTERNATIVES:

The following alternatives are provided for consideration:

1. Direct staff to solicit additional public input;
2. Direct staff to not prepare or submit an application for funding; or
3. Provide other direction to staff.

ATTACHMENT

Proposed Resolution
Statement of Assurances

RESOLUTION NO. _

A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2020 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM-CORONAVIRUS RESPONSE ROUND 1 (CDBG-CV1) NOFA DATED JUNE 5, 2020

BE IT RESOLVED by the **City Council** of the **City of Anderson** as follows:

SECTION 1:

The City Council has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, of \$86,899 for the following CDBG-CV1 activities, pursuant to the June 2020 CDBG-CV1 NOFA:

List activities and amounts

Micro Enterprise Assistance	<u>\$ 86,899</u>
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SECTION 2:

The City acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

SECTION 3:

The City hereby authorizes and directs the City Manager to execute and deliver all applications and act on the City's behalf in all matters pertaining to all such applications.

SECTION 4:

If an application is approved, the City Manager is authorized to enter into, execute and deliver the grant agreement (*i.e.*, Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

SECTION 5:

If an application is approved, the City Manager, or designee, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California fromtime to time in connection with the grant.

PASSED AND ADOPTED by the City Council of the City of Anderson this 18th day of August 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Melissa Hunt, Mayor

ATTEST:

Christy White, Deputy City Clerk

STATE OF CALIFORNIA
City of Anderson

I, _____, Deputy City Clerk of the City of Anderson, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this __ day of _____, 2020.

Christy White, Deputy City Clerk of the City of Anderson
_____, State of California

By: _____
Name and Title



APPENDIX J

1

Appendix J: CDBG-CV1 Application Certifications and Statement of Assurances

Complete and fully execute the attached CDBG-CV Application Certifications and Statement of Assurances. The executed statement must be uploaded as a threshold document in the application. The document **may not** be modified.

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 200
Sacramento, CA 95833
(855) 333-CDBG (2324)/ FAX (916) 263-2763
www.hcd.ca.gov



CDBG-CV1 Application Certifications and Statement of Assurances

The **City of Anderson** herby certifies the following:

1. Legal Authority:

It possesses the legal authority to apply for and execute the proposed activity(s) in the application.

2. Application Authorization:

Its governing body has duly adopted or passes as an official act or resolution, motion, or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the applicant's chief executive officer or other designee to act in connection with the application and to provide such additional information as may be required.

3. Citizen Participation:

It has or will comply with all citizen participation requirements, which include, at a minimum, the following components:

- A. Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blight areas and of areas in which CDBG funds are proposed to be used, and provides for participation of residents in low- and moderate-income neighborhoods as defined by the local jurisdiction – and
- B. Provides citizens with reasonable ADA compliant and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by CDBG regulations, and relating to the actual use of funds under this title – and
- C. Provides for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee – and

- D. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program. These include at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries and with accommodation for the handicapped. This shall include one public meeting during the program design, annual performance report preparation, and formal amendments. A public hearing shall be conducted prior to application submittal – and
- E. Solicits and provides for a timely written answer to written complaints and grievances, within 15 working days where practicable – and
- F. Identifies needs of limited-English speaking residents will be met in the case of public hearings where limited-English speaking residents can reasonably be expected to participate.

4. National Objective:

It has developed its CDBG Program so as to primarily benefit targeted income person and households and each activity in the program meets one of the three national objectives: benefit to low-and moderate-income persons, elimination of slums and blight, or meets an urgent community need (with prior Department approval) certified by the grantee as such.

5. NEPA Environmental Review:

It consents to assume, and hereby assumes the responsibilities for environmental review and decision-making in order to ensure timely compliance with NEPA by following the procedures for recipients of block grant funds as set forth in [24 CFR Part 58](#), titled "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities." Also included in this requirement is compliance with [Executive Order 11988](#) relating to the evaluation of flood hazards, [Section 102\(a\) of the Flood Disaster Protection Act of 1973](#) (Public Law 93-234) regarding purchase of flood insurance, and the [National Historic Preservation Act of 1966](#) (16 USC 470) and implementing regulations ([36 CFR §800.8](#)).

6. Audit/Performance Findings:

It certifies that the State Controller's Office (SCO) was in receipt of its complete Single Audit Package by the NOFA application due date, or certifies that is exempt from the Single Audit requirements set forth in [2 CFR Part 200](#).

7. Growth Control:

It certifies that there is no plan, ordinance, or other measure in effect which directly limits, by number, the building permits that may be issued for residential construction or the buildable lots which may be developed for residential purposes; or if such a plan, ordinance, or measure is in effect, it will either be rescinded before receiving funds, or it need not be rescinded because it:

- A. Imposes a moratorium on residential construction, to protect health and safety, for a specified period of time which will end when health and safety is no longer jeopardized; or
- B. Creates agricultural preserves under [Chapter 7 \(commencing with Section 51200\) of Part 2 of Division 1 of Title 5 of the Government Code](#); or
- C. Was adopted pursuant to a specific requirement of a State or multi-State board, agency, department, or commission; or
- D. The applicant has an adopted housing element which the Department has found to be in compliance, unless a final order has been used by a court in which the court determined that it is not in compliance with [Article 10.6 of Chapter 3 of Division 1 of Title 7 of the Government Code, commencing with section 65580](#).

8. Uniform Administrative Requirements:

It will comply with the regulations, policies, guidelines and requirements of [2 CFR Part 200](#) and [24 CFR Part 85](#) and the [CDBG Program Guidelines](#).

9. Nondiscrimination:

It shall comply with the following regarding nondiscrimination laws and practices as may be amended from time to time:

- A. Title VI of the Civil Rights Act of 1964 (Public Law 88-352).
- B. Title VIII of the Civil Rights Act of 1968 (Public Law 90-284) as amended; and will administer all programs and activities related to housing and community development in a manner affirmatively furthering fair housing.
- C. Section 109 of the Housing and Community Development Act of 1974, as amended.
- D. Section 3 of the Housing and Urban Development Act of 1968, as amended.
- E. Executive Order 11246, as amended by Executive Orders 11375 and 12086.

- F. Executive Order 11063, as amended by Executive Order 12259.
- G. Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112), as amended, and implementing regulations.
- H. The Age Discrimination Act of 1975 (Public Law 94-135).

10. Anti-Displacement/Relocation:

It will comply with the Federal Relocation Act (42 U.S.C. 4601 et seq.).

11. Labor Standards:

It will comply with the following regarding labor standards as may be amended from time to time:

- A. [Section 110 of the Housing and Community Development Act of 1974](#), as amended.
- B. [Section 1720, et seq. of the California Labor Code](#) regarding public works labor standards.
- C. Davis-Bacon and Related Acts as amended ([40 U.S.C. §276\(a\)](#)) regarding the payment of prevailing wage rates.
- D. Contract Work Hours and Safety Standards Act ([40 U.S.C. §3702](#)) regarding overtime compensation.
- E. Anti-Kickback Act of 1934 ([41 U.S.C. §51-58](#)) prohibiting "kickbacks" of wages in federally assisted construction activities.

12. Architectural Barriers:

It will comply with the Architectural Barriers Act of 1968 ([42 U.S.C. §4151 et seq.](#)) and implementing regulations ([24 CFR Parts 40-41](#))

13. Conflict of Interest:

It will enforce standards for conflicts of interest which govern the performance of their officers, employees, or agents engaged in the award and administration, in whole or in part, of State CDBG grant funds ([24 CFR §570.611](#)).

14. Limitations on Political Activities:

It will comply with the Hatch Act ([5 U.S.C. §1501, et seq.](#)) regarding political activity of employees.

15. Lead-Based Paint:

It will comply with the Lead-Based Paint Regulations ([24 CFR Part 35](#)), which prohibit the use of lead-based paint on projects funded by the program.

16. Debarred Contractors:

It certifies that neither the applicant or its staff are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federal assistance programs, in any proposal submitted in connection with the CDBG program, per the Excluded Party List System located at <https://www.sam.gov/SAM/>. In addition, the applicant will not award contracts to or otherwise engage the services of any contractor while that contractor (or its principals) is debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation from the covered transaction, in any proposal submitted in connection with the CDBG program under the provisions of [24 CFR Part 24](#).

17. Inspection of Grant Activities:

It will give HUD, the Comptroller General, the State Department of Housing and Community Development, or any of their authorized representatives access to and the right to examine all records, books, papers, or documents related to the grant.

18. Cost Recovery:

It will not attempt to recover any capital costs of public improvements assisted in whole or part with CDBG funds by assessing any amount against properties owned and occupied by persons of low- and moderate-income including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless:

- A. CDBG funds received are used to pay the proportion of such fee or assessment that relates to the capital costs of public improvements that are financed from revenue sources other than CDBG funds; or
- B. For purposes of assisting any amount against properties owned and occupied by persons of low- and moderate-income who are not persons of very low income, that it lacks sufficient funds received from CDBG Program to comply with the requirements of this clause.

19. Procurement:

It will follow the federal procurement policies per [24 CFR §200.317 et seq.](#)

20. Excessive Force:

It will adopt and enforce policies:

- A. Prohibiting the use of excessive force by its law enforcement agencies against individuals engaged in non-violent civil rights demonstrations; and
- B. Enforcing applicable State and local law against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction.

21. Anti-Lobbying:

- A. It certifies and agrees that no federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

22. Compliance with Laws:

The jurisdiction will comply with all applicable laws, rules, and regulations governing the activities being applied for herein.

I hereby certify under penalty of perjury that all information contained in this Statement of Assurances (including all supporting documentation) is true and correct. I understand and acknowledge that making false statements on this certification, including any documents submitted in support of it, is a crime under federal and California state laws, which may result in criminal prosecution and fines.

Jeff Kiser

Printed Name of Authorized Representative (*per the Resolution*)

Signature

City Manager _____
Title

Date