



## AGENDA

August 10, 2023

### CITY OF CITRUS HEIGHTS CITY COUNCIL

#### 6:00 PM REGULAR MEETING

City Hall Council Chambers

6360 Fountain Square Drive, Citrus Heights, CA

#### HOW TO PARTICIPATE:

The City of Citrus Heights welcomes your interest and involvement in the City's legislative process. The Council may take up any agenda item at any time, regardless of the order listed. If you wish to address the Council during the meeting, please fill out a Speaker Identification Sheet and give it to the City Clerk. When you are called upon to speak, step forward to the podium and state your name for the record. Normally speakers are limited to five minutes each with 30 minutes being allowed for all comments. Any public comments beyond the initial 30 minutes may be heard at the conclusion of the agenda. The Mayor has the discretion to lengthen or shorten the allotted times. Alternatively, you may submit your comment by 4:00 p.m. on the meeting day to by completion of an online Speaker Card at <https://www.citrusheights.net/FormCenter/City-Council-Meetings-Speaker-Card-30>. Written public comments shall be limited to 250 words or less. Each comment will be read aloud by the City Clerk.

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

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August 10, 2023 City Council Meeting Agenda Packet

Documents:

CALL REGULAR MEETING TO ORDER

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

APPROVAL OF AGENDA

PUBLIC COMMENT

PRESENTATIONS

4. Proclamation Honoring Chris Myers On The Occasion Of His Retirement From The City Of Citrus Heights

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

CONSENT CALENDAR

It is recommended that all consent items be acted on simultaneously unless separate discussion and/or action are requested by a Council Member.

5. SUBJECT: Approval Of Minutes

RECOMMENDATION: Approve the Minutes of the Meeting of July 27, 2023

6. SUBJECT: Quarterly Treasurer's Report

STAFF REPORT: S. Talwar / A. Preciado

RECOMMENDATION: Receive and file the Quarterly Treasurer's Report for the quarter ending June 30, 2023

7. SUBJECT: Various Signalized Intersection Safety Improvements Project – Final Acceptance And Notice Of Completion – City PN 20-17-003

STAFF REPORT: R. Cave / L. Blomquist

RECOMMENDATION: Adopt Resolution No. 2023-\_\_\_\_, a Resolution of the City Council of the City of Citrus Heights, California, Accepting the Various Signalized Intersection Safety Improvements Project as Complete and Authorizing the City Engineer to Record a Notice of Completion

REGULAR CALENDAR

8. SUBJECT: Police Officers Assigned To Schools Discussion

STAFF REPORT: A. Turcotte / C. Kinnan

RECOMMENDATION: Receive staff presentation and provide further direction if needed

9. SUBJECT: Designation Of Voting Delegate And Alternate(S) For The League Of

**California Cities Annual Conference**

STAFF REPORT: A. Van

RECOMMENDATION: Make a motion to designate a voting delegate and alternate(s) to participate at the Annual Business Meeting on September 22, 2023 during the Cal Cities Annual Conference

**10. SUBJECT: Citrus Heights Ordinance Amendments Regarding Penalty Provisions To Sections 50-507, 50-605, 78-53 And 98-132**

STAFF REPORT: J. Russo / R. Jones

RECOMMENDATION: Introduce for a First Reading, read by title only, and waive the full reading of Ordinance No. 2023- \_\_\_\_ An Ordinance of the City Council of the City of Citrus Heights Amending Sections 50- 507, 50- 605, 78- 53 and 98- 132 of the Citrus Heights Municipal Code

**DEPARTMENT REPORTS**

**CITY MANAGER ITEMS**

**ITEMS REQUESTED BY COUNCIL MEMBERS / FUTURE AGENDA ITEMS**

**ADJOURNMENT**

**CITY OF CITRUS HEIGHTS  
CITY COUNCIL  
Regular Meeting of Thursday, August 10, 2023  
City Hall Council Chambers, 6360 Fountain Square Dr., Citrus Heights, CA  
Regular Meeting 6:00 p.m.**

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August 4, 2023

  
 Amy Van, City Clerk

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**REGULAR CITY COUNCIL MEETING**  
**6:00 PM****CALL REGULAR MEETING TO ORDER**

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

**APPROVAL OF AGENDA****PUBLIC COMMENT****PRESENTATIONS**

4. Proclamation Honoring Chris Myers on the Occasion of His Retirement from the City of Citrus Heights

**COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES****CONSENT CALENDAR**

It is recommended that all consent items be acted on simultaneously unless separate discussion and/or action are requested by a Council Member.

5. **SUBJECT:** Approval of Minutes  
**RECOMMENDATION:** Approve the Minutes of the Meeting of July 27, 2023
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**STAFF REPORT:** S. Talwar / A. Preciado  
**RECOMMENDATION:** Receive and file the Quarterly Treasurer's Report for the quarter ending June 30, 2023
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**STAFF REPORT:** R. Cave / L. Blomquist  
**RECOMMENDATION:** Adopt Resolution No. 2023-\_\_\_\_, a Resolution of the City Council of the City of Citrus Heights, California, Accepting the Various Signalized Intersection Safety Improvements Project as Complete and Authorizing the City Engineer to Record a Notice of Completion

**REGULAR CALENDAR**

8. **SUBJECT:** Police Officers Assigned to Schools Discussion  
**STAFF REPORT:** A. Turcotte / C. Kinnan  
**RECOMMENDATION:** Receive staff presentation and provide further direction if needed

9.     **SUBJECT:** Designation of Voting Delegate and Alternate(s) for the League of California Cities Annual Conference  
          **STAFF REPORT:** A. Van  
          **RECOMMENDATION:** Make a motion to designate a voting delegate and alternate(s) to participate at the Annual Business Meeting on September 22, 2023 during the Cal Cities Annual Conference
10.    **SUBJECT:** Citrus Heights Ordinance Amendments Regarding Penalty Provisions to Sections 50-507, 50-605, 78-53 and 98-132  
          **STAFF REPORT:** J. Russo / R. Jones  
          **RECOMMENDATION:** Introduce for a First Reading, read by title only, and waive the full reading of Ordinance No. 2023-\_\_\_ An Ordinance of the City Council of the City of Citrus Heights Amending Sections 50-507, 50-605, 78-53 and 98-132 of the Citrus Heights Municipal Code

### **DEPARTMENT REPORTS**

### **CITY MANAGER ITEMS**

### **ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS**

### **ADJOURNMENT**

**CITY OF CITRUS HEIGHTS  
CITY COUNCIL  
MINUTES  
Regular Meeting of Thursday, July 27, 2023  
City Hall Council Chambers  
6360 Fountain Square Drive, Citrus Heights, CA**

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**CALL REGULAR MEETING TO ORDER**

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

1. The Flag Salute was led by Vice Mayor Daniels.
2. Roll Call: Council Members present: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer  
Council Members absent: None  
Staff present: Campbell, Cave, Feeney, Huber, Jones, Van and department directors.
3. The video statement was read by City Clerk Van.

**APPROVAL OF AGENDA**

Vice Mayor Daniels requested to move Item 10 to be heard following Item 5.

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

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

**PUBLIC COMMENT**

David Warren requested that the City Council direct staff to prepare a proposal for a citizens committee to create a special assessment district in the community, funded by additional property tax, to fully fund the Citrus Heights Police Department to provide adequate protection and necessary equipment for police officers to protect and serve the community.

Kathy Morris, Neighborhood Areas 7, 8 and 9 (CHASEN) President, introduced Bill Shirley as the incoming president of CHASEN.

Bill Shirley thanked the City Council for their support to the neighborhoods. He announced they will be hosting a National Night Out event at C-Bar-C Park.

Tracey Vasquez expressed concerns regarding safety in her neighborhood, near Van Maren Ave. She stated her street does not have street lights and asked the City to consider the installation of street lights.

**COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES**

Council Member Middleton provided a report from the Cal Cities Board of Directors meeting. She announced that the Sunrise Recreation and Park District is hosting a swim and movie night on August 12 at Rusch Park pool. She attended the Sylvan Middle School grand opening of their first futsal court that was hosted by Sac Republic in partnership with Kellogg's. She also attended the City Scoop event on July 19.

Council Member Karpinski-Costa attended the City Scoop event on July 19. She provided a report from the Sacramento-Yolo Mosquito and Vector Control District Board meeting. She spoke at the Neighborhood Area 6 meeting. She also attended the overlay demonstration project on Butternut Dr.

Council Member Lopez-Taff stated she did an interview at Woodside K-8 elementary school, which is the newly identified Innovation School. She visited the Associated Builders and Construction of Northern California new training facility. She attended the City Scoop event on July 19. She provided a report from the Sacramento Public Library Authority Board meeting.

Vice Mayor Daniels attended the City Scoop event on July 19. He provided a report from the Sacramento Air Quality Management District Board meeting. He provided a report from the Sacramento Regional Transit Board meeting. He encouraged residents to participate in National Night Out in their neighborhood.

Mayor Schaefer attended the City Scoop event on July 19. He stated the Citrus Heights Education Committee kicked off on July 17.

**CONSENT CALENDAR**

4. **SUBJECT:** Approval of Minutes  
**RECOMMENDATION:** Approve the Minutes of the Meeting of July 13, 2023
5. **SUBJECT:** Review the Sacramento Stormwater Quality Partnership Program and Authorize Fiscal Year 2023/2024 Expenditures  
**STAFF REPORT:** R. Cave / L. Blomquist / D. Kehrer  
**RECOMMENDATION:** Adopt Resolution 2023-071, a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager or Designee to Expend Stormwater Funds for the City of Citrus Heights' Shared Cost of Joint Implemented Municipal Separate Storm Sewer System Requirements with the Sacramento Stormwater Quality Partnership

**ACTION:** On a motion by Vice Mayor Daniels, seconded by Council Member Karpinski-Costa, the City Council adopted Consent Calendar Items 4 and 5.

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

**DEPARTMENT REPORTS**

10. **SUBJECT:** Crosswoods Community Park Rabbit Update  
**DEPARTMENT:** Police Department

### Public Comment

Caty Franco, a volunteer with Only Sunshine Sanctuary, requested the City work with shelters and rescues to find solutions for the domestic rabbits instead of letting people continue to abandon them at the park. She spoke in support of the solutions to be presented by the Citrus Heights Police Department.

Jackie Va, representing Sacramento Rabbit Advocates, spoke in support of the community conversations they have had with the Citrus Heights Police Department to address the domestic rabbits at the park.

Police Services Manager Campbell provided a history of the concerns and issues surrounding domestic rabbits at the Crosswoods Community Park. She stated several stakeholders met and discussed the issues and concerns surrounding abandoned domestic rabbits in the park. As a result of the discussions, the City and key stakeholders are taking a multi-faceted educational approach, scheduling a pre-determined rescue day, and working with Placer County Animal Services shelter to assist with a spay and neuter clinic for the domestic rabbits.

City Council questions and comments followed.

### PUBLIC HEARING

6. **SUBJECT:** Landscape Maintenance Assessment District 97-01 (Zones 1, 2, 3 & 4) – Levy of Assessments  
**STAFF REPORT:** R. Cave / L. Blomquist  
**RECOMMENDATION:** Adopt Resolution No. 2023-072, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 97-01 (Zones 1, 2, 3 & 4)

General Services Director Cave stated the public hearing is pertaining to Landscape Assessment District 97-01 and this is the final step in the assessment process for fiscal year 23-24.

Mayor Schaefer opened the public hearing at 6:45 p.m., hearing no speakers he closed the public hearing.

Council Member questions and comments followed.

**ACTION:** On a motion by Council Member Karpinski-Costa, seconded by Council Member Lopez-Taff, the City Council adopted Resolution No. 2023-072, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 97-01 (Zones 1, 2, 3 & 4).

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

7. **SUBJECT:** Landscape Maintenance Assessment Districts 98-01, 98-02 & 03-01 – Levy of Fiscal Year 2023/2024 Assessments  
**STAFF REPORT:** R. Cave / L. Blomquist  
**RECOMMENDATION:** Staff recommends the following in order:

- a. Adopt Resolution No. 2023-073, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 98-01 (Stock Village Units Nos. 1 and 2)
- b. Adopt Resolution No. 2023-074, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 98-02 (Zone 1: Sorenson Ranch, Zone 2: Autumnwood, Zone 3: Mariposa Creek and Zone 4: Wyatt Ranch)
- c. Adopt Resolution No. 2023-075, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 03-01 (Stock Ranch Zones 1: Stock Ranch North, Zone 2: Stock Ranch South and Zone 3: Mitchell Farms)

General Services Director Cave presented the staff report.

Mayor Schaefer opened the public hearing at 6:57 p.m., hearing no speakers he closed the public hearing.

ACTION: On a motion by Council Member Middleton, seconded by Council Member Karpinski-Costa, the City Council adopted Resolution No. 2023-073, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 98-01 (Stock Village Units Nos. 1 and 2).

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

ACTION: On a motion by Council Member Lopez-Taff, seconded by Council Member Middleton, the City Council adopted Resolution No. 2023-074, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 98-02 (Zone 1: Sorenson Ranch, Zone 2: Autumnwood, Zone 3: Mariposa Creek and Zone 4: Wyatt Ranch).

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

ACTION: On a motion by Council Member Middleton, seconded by Council Member Lopez-Taff, the City Council adopted Resolution No. 2023-075, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 03-01 (Stock Ranch Zones 1: Stock Ranch North, Zone 2: Stock Ranch South and Zone 3: Mitchell Farms).

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

8.     **SUBJECT:** Citrus Heights Lighting Assessment District – Levy of Fiscal Year 2023/2024 Assessments  
      **STAFF REPORT:** R. Cave / L. Blomquist  
      **RECOMMENDATION:** Adopt Resolution No. 2023-076, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for the Citrus Heights Lighting Assessment District

General Services Director Cave presented the staff report.

Council Member questions followed.

Mayor Schaefer opened the public hearing at 7:10 p.m., hearing no speakers he closed the public hearing.

**ACTION:** On a motion by Council Member Karpinski-Costa, seconded by Council Member Middleton, the City Council adopted Resolution No. 2023-076, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for the Citrus Heights Lighting Assessment District.

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

### **REGULAR CALENDAR**

9.     **SUBJECT:** Approval of Fiscal Year 2023-24 Greater Sacramento Economic Council Annual Agreement  
      **STAFF REPORT:** M. Huber  
      **RECOMMENDATION:** Adopt Resolution No. 2023-077, a Resolution of the City Council of the City of Citrus Heights, California, Approving Greater Sacramento Economic Council Annual Agreement

Economic Development and Community Engagement Director Huber reported the proposed membership renewal utilizes Economic Development support funds.

Barry Broome with the Greater Sacramento Economic Council provided an overview of the services provided by their organization. He highlighted economic development trends within the region.

Council Member questions and comments followed.

**ACTION:** On a motion by Vice Mayor Daniels, seconded by Council Member Lopez-Taff, the City Council adopted Resolution No. 2023-077, a Resolution of the City Council of the City of Citrus Heights, California, Approving Greater Sacramento Economic Council Annual Agreement.

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

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**DEPARTMENT REPORTS**

10.     **SUBJECT:** Crosswoods Community Park Rabbit Update  
          **DEPARTMENT:** Police Department

Item 10 was heard earlier on the agenda.

**CITY MANAGER ITEMS**

City Manager Feeney shared some highlights from the City Scoop event on July 19.

**ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS**

Mayor Schaefer stated he liked public comment speaker David Warren's suggestion that we look at how well the Police Department is funded; he requested a staff report on if we did something what would that look like and where could we look at, from the Police Chief's perspective, how the City could more effectively prepare for an emergency.

Vice Mayor Daniels seconded the request.

**ADJOURNMENT**

Mayor Schaefer adjourned the regular meeting at 7:41 p.m.

Respectfully submitted,

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Amy Van, City Clerk



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT

### MEMORANDUM

**DATE:** August 10, 2023

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

**FROM:** Susan K. Talwar, Administrative Services Director  
Alberto Preciado, Accounting Manager

**SUBJECT:** Quarterly Treasurer's Report

#### **Summary and Recommendation**

Staff recommends the City Council receive and file the Quarterly Treasurer's Report for the quarter ending June 30, 2023. This report is a standard quarterly report submitted in accordance with the provisions of California Government Code Section 53646(b) whereas it states the treasurer or chief fiscal officer may render a quarterly report to the chief executive officer, the internal auditor, and the legislative body of the local agency.

#### **Fiscal Impact**

There is no fiscal impact associated with this action. The attached report is for informational purposes on the effects of current market conditions to the City's investment portfolio.

#### **Background and Analysis**

The market value of cash and investments for all City funds on June 30, 2023 was \$55,008,801 up from \$49,284,575 on March 31, 2023. The increase is mainly due to the receipt of the City's second property tax revenue distribution following the expiration of the Revenue Neutrality Agreement between the City and the County of Sacramento.

Significant deposits for the FY22-23 fourth quarter included:

Property Tax and Motor Vehicle In-Lieu Fees	\$9,712,379
Sales Tax received through June 30, 2023	\$3,355,725
Caltrans Grant Reimbursements received through June 30, 2023	\$1,307,518

The breakdown of the City's investment portfolio and current rate of return is as follows:

**Subject: Quarterly Treasurer's Report****Date: August 10, 2023****Page 2 of 4**

<b>Description</b>	<b>Par Value 6/30/23</b>	<b>Cost Basis 6/30/23</b>	<b>Market Value 6/30/23</b>	<b>Avg. Rate of Return 6/30/23</b>	<b>% of Total Portfolio</b>
Local Agency Investment Funds (LAIF)	\$43,956,453	\$43,956,453	\$43,289,568	3.15%	78.70%
US Bank – General Account & Schwab	\$1,793,736	\$1,793,736	\$1,793,736	0.00%	3.26%
Chandler Managed Account	\$10,151,772	\$10,016,814	\$9,925,497	4.65%	18.04%
<i>Total Portfolio</i>	\$55,901,961	\$55,767,003	\$55,008,801	3.32%	

A portion of the City's investments are under management by Chandler Asset Management as of March 2023. For more information regarding the City's investments, see schedules included as Attachment 2.

The report includes all securities managed by the City and its Investment Manager (excluding bond proceeds) and provides information on the values (par, fair, and cost), term, and yield of each security. Please note that because the safe-keeping custodian and the Investment Manager may use different pricing sources to determine the market value of the securities, there can be minor differences in market values shown on the custodian's monthly statement as compared to the Investment Manager's monthly statement.

Fair Value of individual securities has been provided by Chandler Asset Management. The City uses US Bank as its third-party custodian for safekeeping of all investments with the exception of the Local Agency Investment Fund (LAIF). LAIF being a money market fund administered by the State Treasurer has many governmental agency participants, and holds securities through its own administrator.

The value of fixed-income securities may fluctuate with changes in interest rates. As interest rates go up, the market value of the securities may go down, and the reverse is true; when interest rates go down, the market value of the securities may go up. The difference between the book value and fair market value is considered an unrealized gain or loss. The unrealized loss for this reporting period is \$90,793. It is important to note that a loss or gain is realized when an investment is redeemed or sold before its maturity date. The City's investments are typically retained until the maturity date, at which point the City's full investment is returned. Nonetheless, the City may elect to sell an investment before its maturity and record a capital gain or loss to manage the portfolio's quality, liquidity or yield in response to market conditions or the City's risk preferences.

### *Compliance*

All investment transactions were executed in accordance with the California Government Code and the City's Investment Policy. In accordance with California Government Code section 53646(b)(3), staff believes that the investments and budgeted revenues for the City will provide sufficient cash flow to meet the anticipated cash flow requirements of each entity for the next six months.

Pooled cash and investments book balances are adjusted annually to reflect fair value as required by Generally Accepted Accounting Principles (GAAP). The term fair value was formerly known as market value and became effective with the mandatory implementation of the Governmental

**Subject: Quarterly Treasurer's Report****Date: August 10, 2023****Page 3 of 4**

Accounting Standards Board (GASB) Statement No. 31 in fiscal year 1998. The attached investment schedules meet these requirements.

*American Rescue Plan Act Summary*

Included in the City's investment portfolio are the uncommitted American Rescue Plan Act (ARPA) funds at \$5,436,232 through June 30, 2023. The amount committed by Council through the same date is \$10,240,740.

Amount received from US Treasury in May 2021 & 2022	<b>\$15,676,972</b>
Expended Amount through June 30, 2023	\$5,278,567
Committed Amount through June 30, 2023	<b>\$10,240,740</b>
<b>Remaining Uncommitted Amount through June 30, 2023</b>	<b>\$5,436,232</b>
<i>Committed and proposed allocation through July 27, 2023*</i>	\$2,796,381
<b><i>Tentative Remaining Uncommitted Amount through July 27, 2023</i></b>	<b><i>\$2,639,851</i></b>

\* Includes allocations for FY2024 Budget for public safety staff and fleet replacement.

The breakdown of Council approved committed ARPA funds:

<b>Date of Council Approval</b>	<b>Project Name</b>	<b>Adopted ARPA Funds</b>
6/24/21	Rehire Public Safety staff to pre-pandemic levels FY 21/22	\$1,570,104
6/24/21	Rehire Public Safety staff to pre-pandemic levels FY 22/23	\$2,811,775
1/13/22	Small Business COVID Recovery Grant	\$281,111
6/23/22	Beautification Crew Pilot Program+	\$875,000
6/23/22	Police Fleet Vehicles & Equipment	\$1,400,000
6/23/22	Public Safety Communications Center Critical Needs	\$600,000
6/23/22	Block Party Trailer – Community Engagement+	\$50,000
9/22/22	Community Projects Grant Program+	\$50,000
10/27/22	ERP System and Technology+	\$1,198,350
12/08/22	Infrastructure Financing Strategies for Sunrise Tomorrow+	\$40,000
1/26/23	Patriotic Event+	\$80,000
2/23/23	CH Cares Community Beautification+	\$47,000
3/23/23	Business Attraction Incentive Program+	\$1,000,000
4/27/23	Sound Wall Beautification+	\$155,000
5/11/23	Proposed Grant Strategy+	\$60,000
6/8/23	Community Project Grant Round 2 *+	\$22,400
	<b>Committed Amount through June 30, 2023</b>	<b>\$10,240,740</b>

+ City Council Strategic Objective

\* Dependent on program subscription

**Subject: Quarterly Treasurer's Report**

**Date: August 10, 2023**

**Page 4 of 4**

**Attachments**

1. Chandler Asset Management Portfolio Summary, Statement of Compliance, and Holdings Report

## Portfolio Summary

As of June 30, 2023

## PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.88
Average Coupon	3.98%
Average Purchase YTM	4.65%
Average Market YTM	5.04%
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	2.13 yrs
Average Life	1.97 yrs

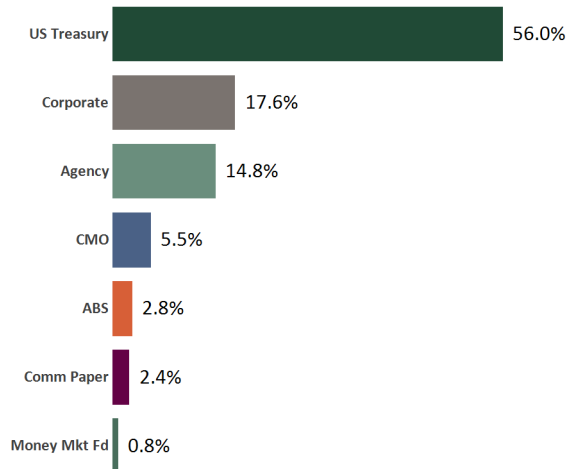
## ACCOUNT SUMMARY

	Beg. Values as of 5/31/23	End Values as of 6/30/23
Market Value	9,976,093	9,926,021
Accrued Interest	34,650	62,803
Total Market Value	<b>10,010,744</b>	<b>9,988,824</b>
Income Earned	22,295	41,212
Cont/WD		-709
Par	10,041,181	10,151,772
Book Value	10,004,464	10,016,814
Cost Value	10,001,413	10,007,807

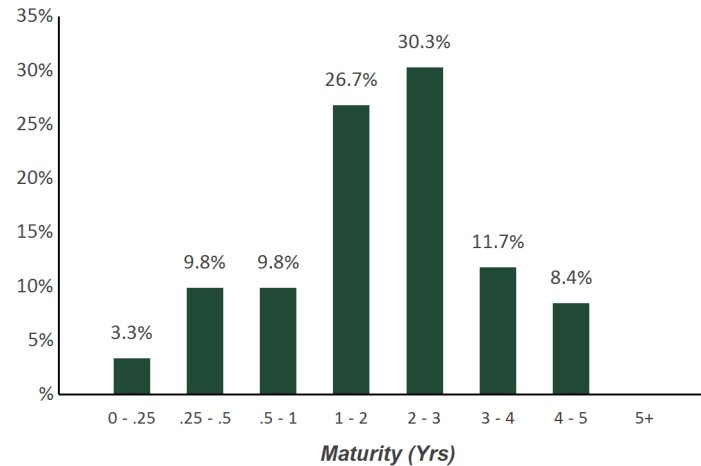
## TOP ISSUERS

Government of United States	56.0%
Federal Farm Credit Bank	8.3%
Federal Home Loan Bank	6.5%
Federal Home Loan Mortgage Corp	5.5%
MUFG Bank Ltd/NY	2.4%
Royal Bank of Canada	1.5%
Morgan Stanley	1.5%
Toronto Dominion Holdings	1.5%
<b>Total</b>	<b>83.2%</b>

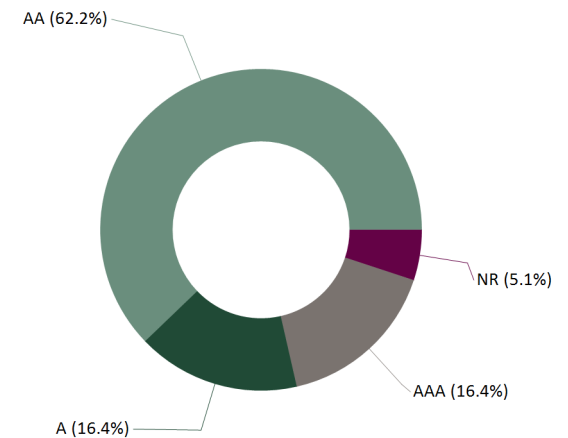
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&amp;P)



## PERFORMANCE REVIEW

TOTAL RATE OF RETURN	1M	3M	YTD	1YR	Annualized				
					2YRS	3YRS	5YRS	10YRS	4/30/2023
City of Citrus Heights	-0.21%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
ICE BofA 1-3 Yr US Treasury & Agency Index	-0.47%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

# Statement of Compliance

As of June 30, 2023



## City of Citrus Heights

Assets managed by Chandler Asset Management are in full compliance with state law and the Client's investment policy.

Category	Standard	Comment
U.S. Treasuries	No limit; 5 years max maturity	Complies
Federal Agencies	30% max per Agency/GSE issuer; 20% max agency callable securities; 5 years max maturity	Complies
Supranational Obligations	"AA" rating category or higher by a NRSRO; 30% max; 10% max per issuer; 5 years max maturity; USD denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by IBRD, IFC, or IADB	Complies
Municipal Securities (CA, Other States)	"A" rating category or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity	Complies
Corporate Medium Term Notes	"A" rating category or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity; Issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligations	"AA" rating category or better by a NRSRO; 20% max (combined); 5% max per Asset-Backed or Commercial Mortgage security issuer; 5 years max maturity; From issuers not defined in US Treasuries and Federal Agencies sections of the Authorized Investments section of the policy	Complies
Negotiable Certificates of Deposit (NCD)	The amount of NCD insured up to the FDIC limit does not require any credit ratings; Any amount above FDIC insured limit must be issued by institutions with "A-1" short-term debt rating or better by a NRSRO; or "A" long-term rating category or better by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity	Complies
Non-Negotiable Certificates of Deposit	20% max; 5 years max maturity	Complies
Collateralized Bank Deposits	No Limit; Deposits with financial institutions will be collateralized with pledged securities per California Government Code	Complies
Banker's Acceptances	A-1 short-term debt rated or better by a NRSRO; or "A" long-term debt rating category or better by a NRSRO; 40% max; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	25% max; 5% max per issuer; 270 days maturity; 10% max of the outstanding commercial paper of any single issuer; Issued by an entity that meets all of the following conditions in either (a) or (b): a. (i) organized and operating within the U.S. with assets > \$500 million; (ii) "A-1" rated or better by a NRSRO; (iii) "A" rating or better by a NRSRO, if issuer has debt obligations; b. (i) organized within the U.S. as a special purpose corporation, trust, or limited liability company; (ii) must have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond; (iii) rated "A-1" or better by a NRSRO	Complies
Money Market Mutual Funds	20% max combined Money Market Mutual Funds and Mutual Funds; 20% max per MMMF; Meet either of the following criteria: (i) Attained highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing MMMF with AUM >\$500 million	Complies
Mutual Funds	20% max combined Money Market Mutual Funds and Mutual Funds; 10% max per MF; Meet either of the following criteria: (i) Attained highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience investing in securities authorized by CGC & with AUM >\$500 million	Complies
Local Agency Investment Fund (LAIF)	Maximum amount permitted by LAIF; Not used by investment adviser	Complies
Local Government Investment Pools	Issued by joint powers authority; Have retained an investment adviser that meets all of the following criteria: 1) registered or exempt from SEC Registration, 2) >5years experience, 3) has AUM >\$500 million; Not used by investment adviser	Complies
Repurchase Agreements	1 year max maturity; 102% Collateralized; Not used by investment adviser	Complies

Max Per Issuer	5% max per issuer unless otherwise specified in the policy	<i>Complies</i>	<b>ITEM 6</b>
Duration	Approximately equal to the duration (typically +/-20%) of market benchmark selected by the City	<i>Complies</i>	
Maximum Maturity	5 years max maturity, except as otherwise stated in the policy	<i>Complies</i>	

## Holdings Report

As of June 30, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
448979AD6	Hyundai Auto Receivables Trust 2023-A A3 4.58% Due 4/15/2027	50,000.00	04/04/2023 4.63%	49,995.12 49,995.51	98.46 5.42%	49,232.25 101.78	0.49% (763.26)	NR / AAA AAA	3.79 1.93
47800CAC0	John Deere Owner Trust 2023-A A3 5.01% Due 11/15/2027	100,000.00	04/17/2023 4.60%	101,019.53 100,974.99	99.11 5.53%	99,108.71 222.67	0.99% (1,866.28)	Aaa / NR AAA	4.38 1.92
362583AD8	GM Auto Receivable Trust 2023-2 A3 4.47% Due 2/16/2028	35,000.00	04/04/2023 4.51%	34,999.04 34,999.10	98.23 5.39%	34,381.38 65.19	0.34% (617.72)	Aaa / AAA NR	4.64 2.03
05522RDF2	Bank of America Credit Card Tr 2022-A2 A2 5% Due 4/15/2028	100,000.00	04/18/2023 4.59%	101,093.75 101,009.97	99.50 5.28%	99,498.90 222.22	1.00% (1,511.07)	Aaa / AAA NR	4.80 2.17
<b>Total ABS</b>		<b>285,000.00</b>	<b>4.59%</b>	<b>287,107.44</b> <b>286,979.57</b>	<b>5.41%</b>	<b>282,221.24</b> <b>611.86</b>	<b>2.83%</b> <b>(4,758.33)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>4.46</b> <b>2.02</b>
<b>AGENCY</b>									
3130AV7L0	FHLB Note 5% Due 2/28/2025	250,000.00	03/23/2023 4.16%	253,867.50 253,325.94	99.73 5.17%	249,326.75 4,097.22	2.54% (3,999.19)	Aaa / AA+ AAA	1.67 1.55
3130AWER7	FHLB Note 4.625% Due 6/6/2025	200,000.00	06/09/2023 4.67%	199,834.00 199,838.35	99.28 5.02%	198,565.80 488.19	1.99% (1,272.55)	Aaa / AA+ NR	1.94 1.82
3133EPCR4	FFCB Note 4.75% Due 3/9/2026	375,000.00	Various 3.99%	382,886.25 382,161.86	100.06 4.72%	375,225.75 5,541.66	3.81% (6,936.11)	Aaa / AA+ AAA	2.69 2.46
3133EPHH1	FFCB Note 4% Due 4/28/2026	200,000.00	05/15/2023 3.85%	200,814.00 200,779.27	98.34 4.63%	196,675.80 1,400.00	1.98% (4,103.47)	Aaa / AA+ AAA	2.83 2.62
3133EPNG6	FFCB Note 4.375% Due 6/23/2026	250,000.00	06/22/2023 4.43%	249,630.00 249,632.70	99.67 4.49%	249,170.25 243.06	2.50% (462.45)	Aaa / AA+ NR	2.98 2.76
3130ATUS4	FHLB Note 4.25% Due 12/10/2027	200,000.00	05/15/2023 3.66%	204,924.00 204,788.29	99.66 4.34%	199,313.80 495.83	2.00% (5,474.49)	Aaa / AA+ NR	4.45 4.00
<b>Total Agency</b>		<b>1,475,000.00</b>	<b>4.12%</b>	<b>1,491,955.75</b> <b>1,490,526.41</b>	<b>4.74%</b>	<b>1,468,278.15</b> <b>12,265.96</b>	<b>14.82%</b> <b>(22,248.26)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>2.72</b> <b>2.50</b>
<b>CMO</b>									
3137BVZ82	FHLMC K063 3.43% Due 1/25/2027	150,000.00	06/07/2023 4.55%	144,544.92 144,623.26	95.56 4.82%	143,333.85 428.75	1.44% (1,289.41)	NR / NR AAA	3.58 3.14

## Holdings Report

As of June 30, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CMO</b>									
3137FBBX3	FHLMC K068 A2 3.244% Due 8/25/2027	100,000.00	06/08/2023 4.38%	95,808.59 95,858.55	94.54 4.71%	94,540.80 270.33	0.95% (1,317.75)	Aaa / NR NR	4.16 3.72
3137FBU79	FHLMC K069 A2 3.187% Due 9/25/2027	150,000.00	06/09/2023 4.98%	142,980.47 143,056.77	94.32 4.70%	141,478.65 398.38	1.42% (1,578.12)	NR / AAA NR	4.24 3.75
3137FETN0	FHLMC K073 A2 3.35% Due 1/25/2028	75,000.00	05/24/2023 4.34%	72,082.03 72,136.92	94.79 4.64%	71,090.63 41.88	0.71% (1,046.29)	NR / NR AAA	4.58 4.05
3137FG6X8	FHLMC K077 A2 3.85% Due 5/25/2028	100,000.00	05/24/2023 4.65%	98,164.06 98,196.30	96.83 4.57%	96,832.60 64.17	0.97% (1,363.70)	NR / NR AAA	4.91 4.29
<b>Total CMO</b>		<b>575,000.00</b>	<b>4.62%</b>	<b>553,580.07 553,871.80</b>	<b>4.70%</b>	<b>547,276.53 1,203.51</b>	<b>5.49% (6,595.27)</b>	<b>Aaa / AAA AAA</b>	<b>4.21 3.72</b>
<b>COMMERCIAL PAPER</b>									
62479LBC8	MUFG Bank Ltd Discount CP 5.53% Due 2/12/2024	250,000.00	06/12/2023 5.78%	240,591.32 241,320.97	96.53 5.78%	241,320.97 0.00	2.42% 0.00	P-1 / A-1 NR	0.62 0.60
<b>Total Commercial Paper</b>		<b>250,000.00</b>	<b>5.78%</b>	<b>240,591.32 241,320.97</b>	<b>5.78%</b>	<b>241,320.97 0.00</b>	<b>2.42% 0.00</b>	<b>P-1 / A-1 NR</b>	<b>0.62 0.60</b>
<b>CORPORATE</b>									
61761JVL0	Morgan Stanley Note 3.7% Due 10/23/2024	150,000.00	06/28/2023 5.57%	146,488.50 146,495.80	97.62 5.60%	146,427.90 1,048.33	1.48% (67.90)	A1 / A- A+	1.32 1.25
89115A2A9	Toronto-Dominion Bank Note 3.766% Due 6/6/2025	150,000.00	Various 5.41%	145,459.00 145,533.49	96.95 5.45%	145,428.15 392.29	1.46% (105.34)	A1 / A NR	1.94 1.83
89236TKF1	Toyota Motor Credit Corp Note 3.65% Due 8/18/2025	125,000.00	06/12/2023 4.94%	121,710.00 121,780.26	96.63 5.34%	120,782.63 1,685.59	1.23% (997.63)	A1 / A+ A+	2.14 1.99
46647PDM5	JP Morgan Chase & Co Callable Note Cont 12/15/2024 5.546% Due 12/15/2025	100,000.00	06/12/2023 5.89%	99,855.00 99,857.69	99.58 5.85%	99,577.50 246.49	1.00% (280.19)	A1 / A- AA-	2.46 1.38
24422EWP0	John Deere Capital Corp Note 4.8% Due 1/9/2026	35,000.00	03/17/2023 4.44%	35,322.35 35,290.27	99.63 4.96%	34,870.82 802.67	0.36% (419.45)	A2 / A A+	2.53 2.30
78016FZT4	Royal Bank of Canada Note 4.875% Due 1/12/2026	150,000.00	06/28/2023 5.25%	148,672.50 148,673.93	98.90 5.35%	148,344.30 3,432.81	1.52% (329.63)	A1 / A AA-	2.54 2.30

## Holdings Report

As of June 30, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
756109BQ6	Realty Income Corp Callable Note cont 1/13/2024 5.05% Due 1/13/2026	100,000.00	06/12/2023 5.49%	98,941.00 98,960.07	99.12 5.43%	99,118.00 2,356.67	1.02% 157.93	A3 / A- NR	2.54 2.29
037833BY5	Apple Inc Callable Note Cont 11/23/2025 3.25% Due 2/23/2026	125,000.00	03/23/2023 4.10%	122,103.75 122,365.07	96.30 4.75%	120,378.75 1,444.44	1.22% (1,986.32)	Aaa / AA+ NR	2.65 2.47
341081GR2	Florida Power and Light Callable Note Cont 4/15/2026 4.45% Due 5/15/2026	125,000.00	05/18/2023 4.65%	124,325.00 124,349.79	98.95 4.84%	123,693.63 664.41	1.24% (656.16)	A1 / A A+	2.88 2.65
14913UAA8	Caterpillar Financial Services Note 4.35% Due 5/15/2026	100,000.00	06/12/2023 4.71%	99,031.00 99,046.45	98.44 4.94%	98,442.50 555.83	0.99% (603.95)	A2 / A A+	2.88 2.65
24422EWX3	John Deere Capital Corp Note 4.75% Due 6/8/2026	100,000.00	06/05/2023 4.72%	100,094.00 100,092.03	99.81 4.82%	99,813.00 303.47	1.00% (279.03)	A2 / A A+	2.94 2.70
26442CAS3	Duke Energy Carolinas Callable Note Cont 9/1/2026 2.95% Due 12/1/2026	100,000.00	04/10/2023 4.43%	95,073.00 95,369.58	93.96 4.89%	93,960.50 245.83	0.94% (1,409.08)	Aa3 / A NR	3.42 3.19
06051GLE7	Bank of America Corp Callable Note 2X 1/20/2026 5.08% Due 1/20/2027	100,000.00	Various 5.83%	98,714.80 98,761.05	98.47 5.73%	98,465.80 2,271.89	1.01% (295.25)	A1 / A- AA-	3.56 2.31
06406RBQ9	Bank of NY Mellon Corp Callable Note Cont 4/26/2026 4.947% Due 4/26/2027	110,000.00	Various 5.25%	109,476.40 109,479.28	98.77 5.42%	108,642.93 982.53	1.10% (836.35)	A1 / A AA-	3.82 2.58
91324PEG3	United Health Group Inc Callable Note Cont 4/15/2027 3.7% Due 5/15/2027	100,000.00	03/23/2023 4.28%	97,802.00 97,941.74	96.40 4.73%	96,398.50 472.78	0.97% (1,543.24)	A3 / A+ A	3.88 3.54
74456QBS4	Public Service EI & Gas Callable Note Cont 2/15/2027 3% Due 5/15/2027	75,000.00	04/18/2023 4.48%	70,921.50 71,119.11	93.47 4.87%	70,101.00 287.50	0.70% (1,018.11)	A1 / A NR	3.88 3.58
22160KAM7	Costco Wholesale Corp Callable Note Cont 2/18/2027 3% Due 5/18/2027	40,000.00	03/17/2023 4.28%	38,067.20 38,196.99	94.95 4.43%	37,978.48 143.33	0.38% (218.51)	Aa3 / A+ NR	3.88 3.60
<b>Total Corporate</b>		<b>1,785,000.00</b>	<b>5.00%</b>	<b>1,752,057.00</b> <b>1,753,312.60</b>	<b>5.20%</b>	<b>1,742,424.39</b> <b>17,336.86</b>	<b>17.62%</b> <b>(10,888.21)</b>	<b>A1 / A</b> <b>A+</b>	<b>2.77</b> <b>2.39</b>

## Holdings Report

As of June 30, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>MONEY MARKET FUND</b>									
31846V203	First American Govt Obligation Fund Class Y	81,771.59	Various 4.70%	81,771.59 81,771.59	1.00 4.70%	81,771.59 0.00	0.82% 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>81,771.59</b>	<b>4.70%</b>	<b>81,771.59</b> <b>81,771.59</b>	<b>4.70%</b>	<b>81,771.59</b> <b>0.00</b>	<b>0.82%</b> <b>0.00</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>US TREASURY</b>									
912796CQ0	US Treasury Bill 4.545% Due 9/14/2023	250,000.00	03/24/2023 4.71%	244,602.81 247,632.81	99.05 4.71%	247,632.81 0.00	2.48% 0.00	P-1 / A-1+ F-1+	0.21 0.20
912797HA8	US Treasury Bill 5.21% Due 10/10/2023	250,000.00	06/12/2023 5.37%	245,694.51 246,345.76	98.54 5.37%	246,345.76 0.00	2.47% 0.00	P-1 / A-1+ F-1+	0.28 0.27
912797FJ1	US Treasury Bill 5.128% Due 11/9/2023	250,000.00	06/22/2023 5.30%	245,050.54 245,335.40	98.13 5.30%	245,335.40 0.00	2.46% 0.00	P-1 / A-1+ F-1+	0.36 0.35
912797FT9	US Treasury Bill 5.16% Due 12/7/2023	250,000.00	06/12/2023 5.37%	243,657.50 244,302.50	97.72 5.37%	244,302.50 0.00	2.45% 0.00	P-1 / A-1+ F-1+	0.44 0.43
912797FV4	US Treasury Bill 5.178% Due 12/21/2023	250,000.00	06/22/2023 5.39%	243,492.17 243,779.81	97.51 5.39%	243,779.81 0.00	2.44% 0.00	P-1 / A-1+ F-1+	0.48 0.46
9128286G0	US Treasury Note 2.375% Due 2/29/2024	250,000.00	06/28/2023 5.38%	245,107.42 245,147.36	98.03 5.41%	245,068.25 1,984.54	2.47% (79.11)	Aaa / AA+ AAA	0.67 0.65
91282CEG2	US Treasury Note 2.25% Due 3/31/2024	250,000.00	04/12/2023 4.68%	244,335.94 245,603.53	97.66 5.47%	244,150.50 1,413.93	2.46% (1,453.03)	Aaa / AA+ AAA	0.75 0.73
91282CEK3	US Treasury Note 2.5% Due 4/30/2024	250,000.00	06/28/2023 5.41%	244,111.33 244,149.82	97.61 5.46%	244,033.25 1,052.99	2.45% (116.57)	Aaa / AA+ AAA	0.84 0.81
91282CEX5	US Treasury Note 3% Due 6/30/2024	250,000.00	06/12/2023 5.22%	244,404.30 244,667.28	97.64 5.46%	244,101.50 20.38	2.44% (565.78)	Aaa / AA+ AAA	1.00 0.97
91282CFA4	US Treasury Note 3% Due 7/31/2024	250,000.00	06/12/2023 5.16%	244,130.86 244,386.04	97.46 5.43%	243,662.00 3,128.45	2.47% (724.04)	Aaa / AA+ AAA	1.09 1.03
91282CFG1	US Treasury Note 3.25% Due 8/31/2024	200,000.00	06/28/2023 5.27%	195,453.13 195,474.33	97.60 5.39%	195,195.40 2,172.55	1.98% (278.93)	Aaa / AA+ AAA	1.17 1.11
91282CFN6	US Treasury Note 4.25% Due 9/30/2024	250,000.00	04/12/2023 4.33%	249,707.03 249,750.21	98.69 5.34%	246,718.75 2,670.77	2.50% (3,031.46)	Aaa / AA+ AAA	1.25 1.19

## Holdings Report

As of June 30, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
91282CGD7	US Treasury Note 4.25% Due 12/31/2024	250,000.00	05/18/2023 4.48%	249,111.33 249,175.88	98.60 5.23%	246,504.00 28.87	2.47% (2,671.88)	Aaa / AA+ AAA	1.51 1.43
91282CGN5	US Treasury Note 4.625% Due 2/28/2025	250,000.00	04/12/2023 4.07%	252,460.94 252,177.95	99.22 5.11%	248,056.75 3,864.64	2.52% (4,121.20)	Aaa / AA+ AAA	1.67 1.56
91282CGX3	US Treasury Note 3.875% Due 4/30/2025	250,000.00	06/08/2023 4.55%	246,962.89 247,059.59	98.05 5.00%	245,136.75 1,632.13	2.47% (1,922.84)	Aaa / AA+ AAA	1.84 1.73
91282CEU1	US Treasury Note 2.875% Due 6/15/2025	250,000.00	05/18/2023 4.19%	243,544.92 243,911.11	96.19 4.94%	240,478.50 314.21	2.41% (3,432.61)	Aaa / AA+ AAA	1.96 1.87
91282CFK2	US Treasury Note 3.5% Due 9/15/2025	250,000.00	06/08/2023 4.35%	245,439.45 245,560.48	97.30 4.80%	243,242.25 2,567.93	2.46% (2,318.23)	Aaa / AA+ AAA	2.21 2.07
91282CFW6	US Treasury Note 4.5% Due 11/15/2025	250,000.00	05/18/2023 4.05%	252,646.48 252,521.56	99.48 4.73%	248,701.25 1,436.82	2.50% (3,820.31)	Aaa / AA+ AAA	2.38 2.21
91282CGL9	US Treasury Note 4% Due 2/15/2026	250,000.00	06/08/2023 4.22%	248,613.28 248,644.35	98.46 4.63%	246,162.00 3,756.91	2.50% (2,482.35)	Aaa / AA+ AAA	2.63 2.43
91282CGV7	US Treasury Note 3.75% Due 4/15/2026	250,000.00	04/12/2023 3.75%	250,029.30 250,027.29	97.88 4.57%	244,687.50 1,972.34	2.47% (5,339.79)	Aaa / AA+ AAA	2.79 2.60
91282CHB0	US Treasury Note 3.625% Due 5/15/2026	250,000.00	06/08/2023 4.15%	246,435.55 246,508.77	97.56 4.54%	243,906.25 1,157.44	2.45% (2,602.52)	Aaa / AA+ AAA	2.88 2.68
912828U24	US Treasury Note 2% Due 11/15/2026	250,000.00	05/18/2023 3.83%	235,195.31 235,694.21	92.50 4.42%	231,240.25 638.59	2.32% (4,453.96)	Aaa / AA+ AAA	3.38 3.20
91282CEF4	US Treasury Note 2.5% Due 3/31/2027	250,000.00	03/24/2023 3.52%	240,556.64 241,175.45	93.71 4.33%	234,287.00 1,571.04	2.36% (6,888.45)	Aaa / AA+ AAA	3.75 3.50
<b>Total US Treasury</b>		<b>5,700,000.00</b>	<b>4.63%</b>	<b>5,600,743.63</b> <b>5,609,031.49</b>	<b>5.06%</b>	<b>5,562,728.43</b> <b>31,384.53</b>	<b>56.00%</b> <b>(46,303.06)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>1.54</b> <b>1.45</b>
<b>TOTAL PORTFOLIO</b>		<b>10,151,771.59</b>	<b>4.65%</b>	<b>10,007,806.80</b> <b>10,016,814.43</b>	<b>5.04%</b>	<b>9,926,021.30</b> <b>62,802.72</b>	<b>100.00%</b> <b>(90,793.13)</b>	<b>Aa1 / AA+</b> <b>AAA</b>	<b>2.13</b> <b>1.88</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>9,988,824.02</b>			



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT

### MEMORANDUM

**DATE:** August 10, 2023

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

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

**SUBJECT:** **Various Signalized Intersection Safety Improvements Project  
Final Acceptance and Notice of Completion – City PN 20-17-003**

#### **Summary and Recommendation**

On December 10, 2020, the City Council awarded a contract to Central Valley Engineering & Asphalt, Inc. (CVE) for the Various Signalized Intersection Safety Improvements Project (Project). The contractor has completed all work and the Project has been field accepted by staff.

Staff recommends the City Council approve Resolution No. 2023-\_\_\_\_, a Resolution of the City Council of the City of Citrus Heights, California, Accepting the Various Signalized Intersection Safety Improvements Project as Complete and Authorizing the City Engineer to Record a Notice of Completion.

#### **City Council Strategic Goal/Objective**

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

#### **Fiscal Impact**

The total construction cost of \$1,101,311.66, summarized in the table below, is within the original Council approved construction budget of \$1,201,521.67.

Table 1 – Summary of Final Construction Costs

<b>Project Component</b>	<b>Actual Costs (\$)</b>
Original Construction Contract Amount	949,819.50
Contract Change Orders (6)	90,283.91
Construction Management Contract	61,208.25
<b>Final Construction Amount</b>	<b>1,101,311.66</b>

**Subject: Various Signalized Intersection Safety Improvements Project – Final Acceptance****Date: August 10, 2023****Page 2 of 3**

The project was funded with a federal Highway Safety Improvement Program (HSIP) grant, Community Development Block Grant (Fund 234), Measure A Traffic Safety (Fund 310), Measure A Bike/Ped Safety (Fund 311), Transportation Development Act (Fund 212), Transit Impact (Fund 266-675), and Storm Water Utility (Fund 209) funds.

Although the total project construction costs are less than the originally authorized total construction budget, changes in quantities of specific construction items and funding availability results in the need for an additional allocation of \$236,546.45 from Gas Tax. A summary of the funding sources is as follows:

Table 2 – Funding Allocation Adjustments

<b>Funding Source</b>	<b>Fund No.</b>	<b>Construction (\$)</b>	<b>Construction Management (\$)</b>	<b>Net Additional Allocation (\$)</b>
Measure A Traffic Safety	310	24,010.50	-24,010.50	0.00
Measure A Bike/Ped Safety	311	24,010.50	-24,010.50	0.00
Gas Tax	205	236,546.45	0.00	<b>236,546.45</b>
All Other Previously Authorized Funding	Various	-336,756.48	0.00	-336,756.48
Total		-52,189.03	-48,021.00	-100,210.03

The remaining \$336,756.48 in unused funding sources will be reallocated to other eligible projects or de-obligated. Although not programmed in the 2022-2023 Capital Improvement Program (CIP), there are sufficient Gas Tax Funds (Fund 205) available to supplement the programmed project funding scenario shown in Table 2, above.

**Background and Analysis**

On December 10, 2020, the City Council approved a resolution authorizing the City Manager to execute an agreement with Central Valley Engineering & Asphalt, Inc. for the Various Signalized Intersection Safety Improvements Project.

The Project performed upgrades at 30 signalized intersections including installing larger vehicular traffic signal indications (with yellow retro-reflective backplates) at 29 intersections, count-down pedestrian indications at 11 intersections, ADA-compliant curb ramps at two intersections, and a pedestrian median barrier fence along three legs of the intersection of Greenback Lane and Auburn Boulevard.

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

**Subject: Various Signalized Intersection Safety Improvements Project – Final Acceptance**

**Date: August 10, 2023**

**Page 3 of 3**

**Attachments**

- 1) Resolution No. 2023-\_\_\_\_, a Resolution of the City Council of the City of Citrus Heights, California, accepting the Various Signalized Intersection Safety Improvements Project as complete and authorizing the City Engineer to record a Notice of Completion.

**RESOLUTION NO. 2023-\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS,  
CALIFORNIA, ACCEPTING THE VARIOUS SIGNALIZED INTERSECTION SAFETY  
IMPROVEMENTS PROJECT AS COMPLETE AND AUTHORIZING THE CITY  
ENGINEER TO RECORD A NOTICE OF COMPLETION**

**WHEREAS**, on December 10, 2020, the City Council of the City of Citrus Heights, California, authorized the award of a construction contract to Central Valley Engineering & Asphalt, Inc. (CVE) to perform the Various Signalized Intersection Safety Improvements Project;

**WHEREAS**, the Project was funded with Highway Safety Improvement Program (HSIP) grant funds, Community Development Block Grant (234), Measure A Bike/Ped (311), Measure A Traffic Safety (310), Transportation Development Act (212), Transit Impact (266-675), and Storm Water Utility (209) funds;

**WHEREAS**, the City wishes to increase the original allocation of Gas Tax (Fund 205) funds while maintaining the overall construction budget of \$1,201,521.67;

**WHEREAS**, sufficient Gas Tax (Fund 205) funds are included in the Fiscal Year 22/23 budget to cover the adjustment for the Project; and

**WHEREAS**, CVE has successfully completed the work for the Project.

**NOW THEREFORE BE IT RESOLVED AND ORDERED** by the City Council of the City of Citrus Heights, that the Various Signalized Intersection Safety Improvements Project is hereby accepted as complete.

**BE IT FURTHER RESOLVED AND ORDERED** that the City Engineer is authorized to record a Notice of Completion for the Various Signalized Intersection Safety Improvements Project with the Sacramento County Recorder.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights, California, this 10<sup>th</sup> day of August, 2023 by the following vote, to wit:

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

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**Tim Schaefer, Mayor**

**ATTEST:**

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**Amy Van, City Clerk**



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT MEMORANDUM

**DATE:** August 10, 2023

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

**FROM:** Alexander A. Turcotte, Chief of Police  
Cassandra Kinnan, Senior Management Analyst

**SUBJECT:** Police Officers Assigned to Schools Discussion

### **Summary and Recommendation**

A number of threats and violent incidents have occurred at schools throughout the nation. Members of City Council have voiced concern about safety at Citrus Heights schools. At the July 28, 2022 City Council meeting, Police Chief Turcotte provided a school safety update describing how Citrus Heights Police Department engages with San Juan Unified Safe Schools program and their readiness to respond should an incident or a threat happen at a Citrus Heights school. There was also discussion that San Juan Unified School District (SJUSD) allocated \$10 million to support safety improvements at schools throughout the district and that SJUSD would be providing an update to City Council at a future meeting about their plans for safety improvements. Representatives from SJUSD provided an overview of their Safe Schools program and their planned safety improvements as a separate agenda item at the January 12, 2023 meeting and the police department provided an overview of the approximate cost of adding 12 School Resource Officers (SROs) with associated support staff in Citrus Heights schools. On March 23, 2023 Council requested the police department to assess the funding required to provide a total of two (2) SROs; one at each high school.

This staff report is intended to provide initial cost estimates of adding two (2) SROs into Citrus Heights schools; mainly serving at the high schools.

As another feasibility consideration, San Juan Unified School District has jurisdiction over Citrus Heights schools. Should the City Council desire to pursue this concept, discussions with district administrators would need to be held in order to determine next steps relative to collaborative engagement on the matter. San Juan Unified School District representatives will attend the August 10, 2023 meeting to present an update Council on current school safety initiatives and will be available to answer questions.

**Subject: Police Officers Assigned to Schools**

**Date: August 10, 2023**

**Page 2 of 3**

This report is being provided as an informational item at the request of City Council. No formal action is being requested.

### **Fiscal Impact**

In evaluating the staffing concept associated with providing a police officer at the two (2) Citrus Heights High Schools, the initial estimated fiscal impact is \$247,570 for startup costs and \$339,550 for annual costs (based on current salary ranges).

Estimated startup costs includes the acquisition of vehicles, uniforms, equipment, computers, supplies, and costs associated with the background process. Annual costs includes the costs of salaries and benefits for the additional employees, as well as annual training costs, supplies, vehicles and equipment, maintenance, and other miscellaneous items. A breakdown of the preliminary cost estimates is attached to this staff report (Exhibit 1).

There are additional unknown fiscal impacts related to personnel and logistical issues not included in this initial assessment (long-term pension liability, workers comp, risk management, etc.). Further analysis is required to determine the annual cost burden estimates of those impacts.

There is no current budgeted funding source identified for this conceptual program.

### **Background and Analysis**

At the October 13, 2022 City Council meeting, staff was directed to determine the feasibility of placing a police officer at every school within the City by the first meeting in January 2023. The police department conducted an initial analysis as to what it would require to accomplish this task. This initial analysis only looked at public schools within the city limits. This analysis was presented to Council at the January 12, 2023 City Council meeting.

At the March 23, 2023 meeting, members of City Council requested the department analyze costs for two officers. Estimated annual costs for personnel alone are approximately \$292,000 with annual operating costs for uniforms, equipment, supplies, etc. around \$47,550 for a total cost of approximately \$339,550 a year. Associated startup costs for vehicles, initial uniforms and equipment, hiring, etc. are \$247,570. It is important to note that these costs are for employees coming in at Step 5 of the pay scale and are based on current salary ranges, therefore, the annual costs will increase consistent with other budgetary increases. (See Exhibit 1 attached for itemized cost estimates).

By way of background, Citrus Heights Police Department had a previous School Resource Officer (SRO) program. This program consisted of two full time police officers. One officer was assigned to each High School and shared responsibility for the remaining Citrus Heights schools. The City general fund fully paid for these positions. In January of 2021, the SRO program was dissolved to bolster staffing needs in patrol services. The San Juan Unified Safe Schools program currently has the primary responsibility for school safety and collaborates with the Citrus

**Subject: Police Officers Assigned to Schools**

**Date: August 10, 2023**

**Page 3 of 3**

Heights Police Department whenever there appears to be a safety concern or threat to school campuses.

**Attachment**

Exhibit 1 – Preliminary Cost Estimates

# PRELIMINARY COST ESTIMATES

## EXHIBIT 1

One Time Costs	Amount Per	Quantity	Total Cost
Vehicle - Officer	\$ 90,000	2.00	\$ 180,000
Vehicle Equipment	\$ 500	2.00	\$ 1,000
Uniforms - Officer/CSO	\$ 3,000	2.00	\$ 6,000
Vest	\$ 650	2.00	\$ 1,300
Gun	\$ 550	2.00	\$ 1,100
Rifle	\$ 1,075	2.00	\$ 2,150
Backgrounds - Hired	\$ 2,300	2.00	\$ 4,600
Backgrounds - No Hire	\$ 1,400	2.00	\$ 2,800
Radios - Portable	\$ 6,000	2.00	\$ 12,000
Radios - Vehicle	\$ 6,000	2.00	\$ 12,000
Badges	\$ 160	2.00	\$ 320
Computers	\$ 2,800	2.00	\$ 5,600
Printers	\$ 450	2.00	\$ 900
Body Worn Cameras	\$ 6,000	2.00	\$ 12,000
Citation Printers	\$ 1,000	2.00	\$ 2,000
Taser	\$ 1,400	2.00	\$ 2,800
Miscellaneous equipment	\$ 500	2.00	\$ 1,000
<b>TOTAL</b>			<b>\$ 247,570</b>

Annual Costs	Amount Per	Quantity	Total Cost
Officer	\$ 146,000.00	2	\$ 292,000.00
Cell Phones	\$ 260.00	2	\$ 520.00
Radio Fees - Portable	\$ 370.00	2	\$ 740.00
Radio Fees - Vehicle	\$ 370.00	2	\$ 740.00
POST Training	\$ 785.00	2	\$ 1,570.00
Training	\$ 650.00	2	\$ 1,300.00
Fuel - Officer/CSO/Sergeant	\$ 1,425.00	2	\$ 2,850.00
Equipment Maintenance	\$ 175.00	2	\$ 350.00
Vehicle Maintenance	\$ 3,880.00	2	\$ 7,760.00
Materials/Supplies	\$ 280.00	2	\$ 560.00
Safety Equipment	\$ 80.00	2	\$ 160.00
Firearms	\$ 500.00	2	\$ 1,000.00
Vehicle Replacement - B&W	\$ 15,000.00	2	\$ 30,000.00
<b>TOTAL</b>			<b>\$ 339,550.00</b>
- Personnel Costs			\$ 292,000.00
- Operating Costs			\$ 47,550.00



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT

### MEMORANDUM

**DATE:** August 10, 2023

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

**FROM:** Amy Van, City Clerk

**SUBJECT:** Designation of Voting Delegate and Alternate(s) for the League of California Cities Annual Conference

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#### **Summary and Recommendation**

The League of California Cities (Cal Cities) Annual Conference is scheduled for September 20 - 22, 2023, in Sacramento. The Annual Business Meeting will be held during the General Assembly on Friday, September 22, 2023. At this meeting the Cal Cities membership considers and takes action on resolutions that establish Cal Cities policy. The City's appointed voting delegate plays an important role during the General Assembly by representing the City and voting on resolutions.

Consistent with Cal Cities bylaws, the City's voting delegate and alternate(s) must be designated by action of the City Council, no later than August 28, 2023. The voting delegate and alternate(s) must be registered to attend the conference.

New this year, Cal Cities will host a pre-conference information session for voting delegates to explain their role. The General Assembly will also take place earlier to allow more time for debate and discussion.

Staff recommends the City Council make a motion to designate a voting delegate and alternate(s) to participate at the Annual Business Meeting on September 22, 2023 during the Cal Cities Annual Conference.

#### **Attachments**

(1) League of California Cities Memo dated June 21, 2023

Council Action Advised by August 28, 2023
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**DATE: Wednesday, June 21, 2023**

**TO: Mayors, Council Members, City Clerks, and City Managers**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference and Expo, Sept. 20-22, 2023,  
Sacramento SAFE Credit Union Convention Center**

Every year, the League of California Cities convenes a member-driven General Assembly at the [Cal Cities Annual Conference and Expo](#). The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Sept. 22, the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

**Please complete the attached voting delegate form and email it to Cal Cities office no later than Monday, August 28.**

**New this year, we will host a pre-conference information session for voting delegates to explain their role.** Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

Please view Cal Cities' [event and meeting policy](#) in advance of the conference.

**Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council.

Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

**Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration is open on the [Cal Cities](https://calcities.org) website.

For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

**Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may *not* transfer the voting card to another city official.

**Seating Protocol during General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the SAFE Credit Union Convention Center in Sacramento, will be open at the following times: Wednesday, Sept. 20, 8:00 a.m.- 6:00 p.m. and Thursday, Sept. 21, 7:30 a.m.- 4:00 p.m. On Friday, Sept. 22, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to Cal Cities office by Monday, Aug. 28. If you have questions, please contact Zach Seals at [zseals@calcities.org](mailto:zseals@calcities.org).

Attachments:

- General Assembly Voting Guidelines
- Voting Delegate/Alternate Form
- Information Sheet: Cal Cities Resolutions and the General Assembly

## General Assembly Voting Guidelines

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.
6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.
7. **Resolving Disputes.** In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.



CITY: \_\_\_\_\_

**2023 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to Cal Cities office by Monday, August 28, 2023. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

To vote at the General Assembly, voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the General Assembly. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the voting delegate desk.

**1. VOTING DELEGATE**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Title: \_\_\_\_\_

**2. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

**3. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

**ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES OR**

**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Mayor or City Clerk: \_\_\_\_\_ Date: \_\_\_\_\_ Phone: \_\_\_\_\_  
(circle one) (signature)

**Please complete and email this form to [votingdelegates@calcities.org](mailto:votingdelegates@calcities.org) by Monday, August 28, 2023.**

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure that we are representing California cities with one voice. These policies directly guide Cal Cities advocacy to promote local decision-making, and lobby against statewide policy that erodes local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how Resolutions and the General Assembly works.

## Prior to the Annual Conference and Expo

### General Resolutions



Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance to cities. The resolution must have the concurrence of at least five additional member cities or individual members.

### Policy Committees



The Cal Cities President assigns general resolutions to policy committees where members review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.

## During the Annual Conference and Expo

### Petitioned Resolutions



The petitioned resolution is an alternate method to introduce policy proposals during the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.

### Resolutions Committee



The Resolutions Committee considers all resolutions. General Resolutions approved<sup>1</sup> by either a policy committee or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.<sup>2</sup>

### General Assembly



During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

## Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, policy committee, as well as individuals appointed by the Cal Cities president.

**Voting delegates** are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates — one from every member city.

Seven **Policy Committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, municipal department, as well as individuals appointed by the Cal Cities president.

## What's new in 2023?



- Voting delegates will receive increased communications to prepare them for their role during the General Assembly.
- The General Assembly will take place earlier to allow more time for debate and discussion.
- Improvements to the General Assembly process will make it easier for voting delegates to discuss and debate resolutions.

<sup>1</sup> The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.

<sup>2</sup> Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI, Sec. 5(f). **Agenda Packet Page 35**



# CITY OF CITRUS HEIGHTS

## CITY COUNCIL STAFF REPORT MEMORANDUM

**DATE:** August 10, 2023

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

**FROM:** Jason Russo, Police Commander  
Ryan Jones, City Attorney

**SUBJECT:** Citrus Heights Ordinance Amendments Regarding Penalty Provisions to Sections 50-507, 50-605, 78-53 and 98-132

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### **Summary and Recommendation**

Staff recommends the City Council introduce for a first reading, read by title only and waive the full reading of Ordinance No. 2023-\_\_\_\_ An Ordinance of the City Council of the City of Citrus Heights Amending Sections 50-507, 50-605, 78-53 and 98-132 of the Citrus Heights Municipal Code.

### **Fiscal Impact**

There is no fiscal impact associated with this item.

### **Background and Analysis**

The Citrus Heights Municipal Code was originally sourced by utilizing the Sacramento County Codes when the City incorporated in 1997. Under Section 1-21 General Penalty, any violation of the municipal code is a misdemeanor unless by provision it is made an infraction. While some specific sections provide penalty as infractions, or administrative and civil actions, there are several inconsistent penalty sections in different chapters of the Municipal Code. The purpose of these amendments is to help update and bring the penalty sections into uniformity and provide alternative avenues of accountability when misdemeanor prosecution is unlikely or not feasible. Moreover, based on communications that City staff has had with the Sacramento County District Attorney's Office, these modifications help with potential prosecutions.

Over the years, updates to certain municipal codes have provided language to allow certain violations to be prosecuted as misdemeanors, infractions, or via administrative civil action. Recent changes in legislation over the years as well as criminal prosecution thresholds have

**Subject: Ordinance Amendments and Updates**

**Date: August 10, 2023**

**Page 2 of 2**

presented unique challenges to holding those accountable for committing lower level crimes such as violations of the Citrus Heights Municipal Code.

Consistent with City of Citrus Heights Cares campaign, and the City's desire to bring safety, security, and economic development, some additional modifications to the municipal code will provide additional avenues to ensure we can effectively hold those accountable for violating our Citrus Heights Municipal Code. Those modifications will provide the option to reduce certain violations to an infraction or a civil action, rather than just as a misdemeanor. This will provide a more compassionate and flexible mechanism to address violations of the City's code.

We are recommending the language under penalties or enforcement in several municipal code sections be amended to the following:

*Any person who violates the provisions of this section may be subject to any of the following legal enforcement remedy, including but not limited to: Criminal Prosecution of a misdemeanor or infraction, civil action, including injunctive relief, administrative enforcement actions, including administrative citation, and/or revocation of a use permit, if applicable. These remedies shall be in addition to any other remedy authorized by law.*

By amending this language in certain Sections of the Citrus Heights Municipal Code, it provides available options to reduce certain violations to infractions or administrative action when appropriate.

### **Attachment**

(1) Ordinance No. 2023-\_\_\_\_ Amendments to Citrus Heights Municipal Code

**ORDINANCE NO. 2023-\_\_****AN ORDINANCE OF THE CITY OF CITRUS HEIGHTS AMENDING SECTIONS 50-507, 50-605, 78-53 AND 98-132 OF THE CITRUS HEIGHTS MUNICIPAL CODE**

**WHEREAS**, safety and security are a community and City Council priority and the City desires to maintain order, and entice economic development; and

**WHEREAS**, the City has developed a “Citrus Heights Cares” campaign and community collaboration with “See Click Fix”, and the Beatification Crew

**WHEREAS**, the proposed amendments to the municipal code provide consistent language for nuisance related violations

**WHEREAS**, the penalties for amended Citrus Heights Municipal Codes will provide additional avenues to hold those violating the Municipal Code accountable

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

The provisions of Chapter 50 “Nuisances” of the City of Citrus Heights Code are amended, as follows:

**SECTION 1. Amendment.** Section 50-507 of the Citrus Heights Code is hereby amended to read as set forth below:

**50-507 PENALTY.** ~~Any person who violates this article is guilty of a misdemeanor, punishable by a fine of not more than \$500.00 and/or imprisonment not to exceed six months. This article may also be enforced via administrative or civil actions as authorized by the Municipal Code.~~

Any person who violates the provisions of this section may be subject to any of the following legal enforcement remedy, including but not limited to: Criminal Prosecution of a misdemeanor or infraction, civil action, including injunctive relief, administrative enforcement actions, including administrative citation, and/or revocation of a use permit, if applicable. These remedies shall be in addition to any other remedy authorized by law.

**SECTION 2. Amendment.** Section 50-605 of the Citrus Heights Code is hereby amended to read as set forth below:

**50-605 PENALTY.** ~~Violation of this article is a misdemeanor, punishable by a fine of not more than \$500.00 and/or imprisonment not to exceed six months. This article may also be enforced via administrative or civil actions as authorized by the Municipal Code.~~

Any person who violates the provisions of this section may be subject to any of the following legal enforcement remedy, including but not limited to: Criminal

Prosecution of a misdemeanor or infraction, civil action, including injunctive relief, administrative enforcement actions, including administrative citation, and/or revocation of a use permit, if applicable. These remedies shall be in addition to any other remedy authorized by law.

The provisions of Chapter 78 “Streets, Sidewalks, and Other Public Places” of the City of Citrus Heights Code are amended, as follows:

**SECTION 3. Amendment.** Section 78-53 of the Citrus Heights Code is hereby amended to read as set forth below:

**78-53 PENALTY.** ~~(a) Violation of this article is a misdemeanor.~~

~~(b) Nothing in this article in any way limits or precludes the enforcement of any other applicable laws, or any other remedy that may be available to the city for violations of this article.~~

Any person who violates the provisions of this section may be subject to any of the following legal enforcement remedy, including but not limited to: Criminal Prosecution of a misdemeanor or infraction, civil action, including injunctive relief, administrative enforcement actions, including administrative citation, and/or revocation of a use permit, if applicable. These remedies shall be in addition to any other remedy authorized by law.

The provisions of Chapter 98 “Utilities” of the City of Citrus Heights Code are amended, as follows:

**SECTION 4. Amendment.** Section 98-132 of the Citrus Heights Code is hereby amended to read as set forth below:

**78-53 PENALTY.** ~~Any person violating this article is guilty of a misdemeanor and, upon conviction thereof, shall be punished as provided in section 1-21.~~

Any person who violates the provisions of this section may be subject to any of the following legal enforcement remedy, including but not limited to: Criminal Prosecution of a misdemeanor or infraction, civil action, including injunctive relief, administrative enforcement actions, including administrative citation, and/or revocation of a use permit, if applicable. These remedies shall be in addition to any other remedy authorized by law.

**SECTION 5. Severability.** If any section, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**SECTION 6. Effective Date and Notice.** This Ordinance shall take effect thirty (30) days after its adoption, provided it is published in full or in summary within fifteen (15) days

after its passage, in a newspaper of general circulation and circulated in the City of Citrus Heights.

**PASSED AND ADOPTED** by the City Council of the City of Citrus Heights this \_\_\_\_ day of \_\_\_\_ 2023 by the following vote:

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

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**Tim Schaefer, Mayor**

**ATTEST:**

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**Amy Van, City Clerk**