



425 Webster Street
Colusa, CA 95932

Last Ordinance # 548

Last Resolution # 21-10

**CITY COUNCIL
REGULAR MEETING
MINUTES
February 16, 2021**

Closed Session Meeting – 5:00 pm
Regular Meeting – 6:00 pm
City Hall – City Council Chambers*

The virtual meeting was held via Zoom in
accordance with Governor Newsom's
Executive Order N25-20 and Executive Order
N-29-20

CALL TO ORDER / ROLL CALL Mayor Hill called the meeting to order at 5:00 pm. Present: Council Members Ponciano, Reische, Conrado, Vaca and Hill.

PUBLIC COMMENTS: None.

CLOSED SESSION MEETING – 5:00 PM

- Public Employee Performance Evaluation (§ 54957) Title: City Manager

REGULAR MEETING – 6:00 PM

CALL TO ORDER / ROLL CALL Mayor Hill called the meeting to order at 6:01 pm. Present: Council Members Ponciano, Reische, Conrado, Vaca and Hill.

REPORT ON CLOSED SESSION: Mayor Hill stated there was no reportable action.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA: There was council consensus of agenda approval.

PUBLIC COMMENTS – Jennifer Diaz, Chamber of Commerce expressed her frustration and asked for additional communication with the City.

Susan Meeker with the Pioneer Review commented on Brown Act training, social media policy and public records requests.

PRESENTATION Kristy Levings and Mayor Hill congratulated Mikey Badaluco on his first year in business at Colusa Athletic Training.

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

1. Draft Council Minutes from January 19th and February 2nd meetings
2. Police Department January Report
3. Finance Department – January Report

RECOMMENDED

*Receive & File
Receive & File
Receive & File*

ACTION: Councilmember Reische recused himself from the Warrants List due to his financial interest with Georg L. Messick as President. Motion by Council Member Ponciano, seconded by Council Member Conrado to approve the consent calendar. Motion passed 5-0 by the following roll-call vote:

AYES: Ponciano, Reische, Conrado, Vaca and Hill.

NOES: None.

ABSENT: None.

COUNCIL MEMBER AND STAFF REPORTS/COMMENTS

Councilmember Ponciano – provided updates on meetings he attended.

Councilmember Reische – nothing to report.

Councilmember Vaca relayed positive comments from local businesses about the city’s direction.

Councilmember Conrado provided updates on meetings she attended.

Mayor Hill – provided updates on meetings he attended.

City Manager Cain provided updates on meetings he attended and would be attending.

Finance Director Aziz-Khan provided updates in her department.

Police Chief Fitch provided updates in his department.

City Attorney Jones stated the AB 1234 Ethics Training for council and planning commissioners would be in April and the AB-1825 training in October.

Economic Development Coordinator Levings acknowledged and thanked various people and businesses. She discussed LODOCO #LoveDowntownColusa and upcoming events.

City Clerk Kittle reminded Council and Staff on their Form 700 due date.

City Engineer Swartz provided updates in the Engineer’s department.

Community Development Manager Stice provided updates in the Planning department.

PUBLIC HEARING

5. **Subject:** Public Hearing for a Special Use Permit, and Regulatory Permit in support of cannabis manufacturing uses at 7290 Farinon Road on property zoned Limited Industrial (M-1) District.

DISCUSSION: City Manager Cain discussed the standardization of the Development Agreement, the location of the facility and the indoor pods. Cain stated there would be an update on Ordinance 519 in the near future.

PUBLIC HEARING OPENED and CLOSED at 6:45 pm with no public comments.

ACTIONS: Motion by Councilmember Reische, seconded by Councilmember Conrado to introduce, read by title only, and waive the full first reading of the proposed Ordinance: An Ordinance of the City Council approving a Development Agreement between the City of Colusa and RPTS, Inc relative to the operation of a Cannabis Manufacturing Facility located at 7290 Farinon Road in Colusa. Motion passed 5-0 by the following roll-call vote:

AYES: Ponciano, Reische, Conrado, Vaca and Hill.

NOES: None.

ABSENT: None.

Motion by Councilmember Conrado, seconded by Councilmember Ponciano to adopt **Resolution 21-11** approving a Cannabis Manufacturing Special Use Permit and Regulatory Permit for RPTS, Inc., relative to the operation of a Cannabis Manufacturing Facility located at 7290 Farinon Road in Colusa. Motion passed 5-0 by the following roll-call vote:

AYES: Ponciano, Reische, Conrado, Vaca and Hill.

NOES: None.

ABSENT: None.

COUNCIL CONSIDERATION

6. **Subject:** Consideration of a Resolution approving the 2019-2020 Financial Audit report and FY 2019-2020 Single Audit Report.

DISCUSSION: Finance Director Aziz-Khan provided an overview of the reports.

ACTION: Motion by Councilmember Conrado seconded by Councilmember Reische to adopt **Resolution 21-12** adopting the annual audit and single audit reports for Fiscal Year 2019-2020. Motion passed 5-0 by the following roll-call vote:

AYES: Ponciano, Reische, Conrado, Vaca and Hill.

NOES: None.

ABSENT: None.

7. **Subject:** Consideration of hiring three positions (Building Code Enforcement Technician, Finance Analyst, and Utilities Superintendent) for the City of Colusa and approve the job descriptions.

DISCUSSION: City Manager Cain and Finance Director Aziz-Khan requested six months to utilize the available resources with the current staff before determining if the Finance Analyst was needed. Council and Staff discussed details of the Building Code Enforcement Technician.

ACTION: With no public comments, the consensus of Council was: 1. Form an Ad-Hoc Committee for the Building Code Enforcement Technician position and include Departments from Police, Fire and Planning. Councilmembers Ponciano and Vaca volunteered to serve on the Ad-Hoc Committee. 2. The Finance Analyst - on hold for at least six months. 3. The Utilities Superintendent position would be brought back when available for internal and external posting.

Mayor Hill called for a recess at 7:49 pm and called the meeting to order at 7:54 pm.

8. **Subject:** Consideration of adopting the revised Utilities Job Descriptions.

DISCUSSION: City Manager Cain reported the job description update changes. Council and Staff discussed Operator 1, 2, 3 and the Lead Utilities Systems Operator as well as the state requirements.

ACTION: With no public comments, City Attorney Jones added a meet and confer with the employee would be necessary. Councilmember Vaca made a motion, seconded by Councilmember Reische to remove Grade 3 of the Lead Utilities Systems Operator position and leave the other job description unchanged. Motion passed 4-1 with the following roll-call vote:

AYES: Reische, Conrado, Vaca and Hill.

NOES: Ponciano.

ABSENT: None.

DISCUSSION ITEMS

- City Wide Infrastructure with focus on Streets and Sidewalks

City Engineer Swartz provided an overview of the nine projects since 2009. He discussed reasons to have a Pavement Management Plan, the potential funding sources and the need to develop a strategy.


- IT Update

City Manager Cain stated Mike with Data Connections has been to City Hall and working on a live link for meetings for the city's website.

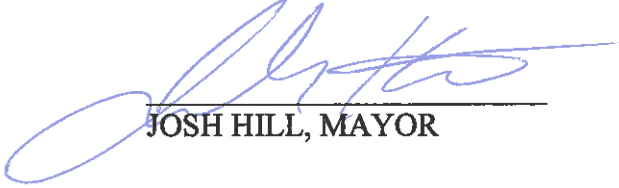
FUTURE AGENDA ITEM

- Pavement Management System

ADJOURNED at 8:55 pm



SHELLY KITTLE, CITY CLERK



JOSH HILL, MAYOR