



425 Webster Street  
Colusa, CA 95932

Last Ordinance #550

Last Resolution #21-47

CITY COUNCIL  
REGULAR MEETING  
MINUTES

October 5, 2021

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 6:00 pm. Present: Council Members Ponciano, Reische, Vaca and Hill. Council Member Conrado was absent/excused.

PUBLIC COMMENTS – None.

**CLOSED SESSION MEETING – 5:00 PM**

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

**REGULAR MEETING – 6:00 PM**

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

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA – There was council consensus to approve the agenda.

PUBLIC COMMENTS

Citizen Luke Steidlmayer expressed his appreciation on the city's efforts and supports what the city has been doing on community events.

Beth Young inquired about the recreation program. City Manager Cain stated it would be brought back to the next meeting.

Devin Kelley, City Treasurer asked about staff reviews posted on social media and that the Purchasing Policy needed updated.

City Clerk Kittle read Marissa Dragoo email thanking the city for the recreation programs.

**PROCLAMATION**

- Mayor Hill read a Proclamation for Appreciation to Dan and Toni Kiely

**PRESENTATIONS**

- Mayor Hill presented a 15 Year Service Award to Fire Chief Logan Conley.

- Pavement Management Introductory

City Engineer Swartz presented the Pavement Management Plan. The draft copy will be emailed to council and a hard copy will be at the front counter at City Hall. He asked council direction to move forward with a map and a five-year plan.

- PG&E’s Community Wildfire Safety Program

Presenter Clay Merrill, Government Relations for Colusa County discussed wildfire risks, available programs and customer notifications. Citizens could sign-up for notifications and obtain additional information about the program on their website.

\*Mayor Hill called for a recess at 7:00 pm.  
 \*Mayor Hill reconvened the meeting at 7:07 pm.

- Income Study Process and the impact of the CDBG funds for infrastructure

Presenter: Jean Thompson, Rural Development Specialist discussed the low-moderate income survey to be sent to households within the city. The Rural Community Assistance Program with RCAC ([www.rcac.org](http://www.rcac.org))

**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.

**RECOMMENDED**

- |  |                           |
|--|---------------------------|
| 1. Fire Department – August report   | <i>Receive &amp; File</i> |
| 2. Police Department – August report   | <i>Receive &amp; File</i> |
| 3. Finance Department – August report  | <i>Receive &amp; File</i> |
| 4. Economic Development, Tourism & Communications report   | <i>Receive &amp; File</i> |
| 5. Warrants List – August  | <i>Receive &amp; File</i> |
| 6. Resolution to approve the Merchant Service (Credit Card Payment) through Business Track, an approved Wells Fargo Vendor | <i>Adopt</i>              |

ACTION: Council Member Reische recused himself from Item 5 – the Warrants List, due to his financial interest as President in George L. Messick Company.

Motion by Mayor Hill, seconded by Council Member Vaca to approve the consent calendar. Motion passed 4-0 by the following roll-call vote:

AYES: Ponciano, Reische, Vaca and Hill.  
 NOES: None.  
 ABSENT: Conrado.

**COUNCIL MEMBER AND STAFF REPORTS/COMMENTS**

Councilmember Ponciano – provided updates on meetings/events he attended.  
 Councilmember Reische – provided updates on meetings he attended.  
 Councilmember Vaca – provided updates on meetings he attended.  
 Mayor Hill – provided updates on meetings he attended.  
 City Manager Cain stated he met with potential businesses in town.  
 Finance Director Aziz-Khan provided updates in her department.  
 Police Chief Fitch provided updates in his department.  
 Fire Chief Conley provided updates in his department.  
 Community Development Manager Stice provided updates in his department.  
 City Engineer Swartz provided updates in his department.  
 City Attorney Jones attended the League of California Cities conference and mentioned the new housing laws for affordable housing.  
 Economic Development Coordinator (EDC) Levings provided updates on submitted grants and three upcoming workshops over the next few months.

Elected Treasurer Kelley was awaiting information in order to provide the treasurer's report for July and August.

### COUNCIL CONSIDERATION

7. Subject: Consideration of Lease Agreement with SF Metalworks for tenancy in Pirelli/Prysmian building.

DISCUSSION: City Manager Cain explained the tenant improvements Ron Moore would be doing and the rate/per square foot in Mr. Moore's lease.

ACTION: With no public comments, Council Member Reische made a motion, seconded by Council Member Vaca to adopt **Resolution 21-49** authorizing the City Manager to sign the lease agreement with SF Metalworks/Ronald Joe Moore at 1480 Will S. Green Street for 5,000 square feet with the option to grow to 10,000 square feet. Motion passed 4-0 by the following roll-call vote:

AYES: Ponciano, Reische, Vaca and Hill.

NOES: None.

ABSENT: Conrado.

8. Subject: Consideration of a Resolution authorizing the City Manager to execute a Cooperative Agreement with the California Department of Transportation (CALTRANS) for the new State Route 20/Wescott Road Signalization Project.

DISCUSSION: City Manager Cain explained this Cooperative Agreement was a requirement by CALTRANS for the Arco Development. Cain stated this was standard procedure, noting the one with CALTRANS at 10<sup>th</sup> and Market.

ACTION: With no public comments, Council Member Ponciano made a motion, seconded by Mayor Hill to adopt **Resolution 21-50** authorizing the City Manager to execute the Cooperative Agreement between the City of Colusa and Cal Trans for the State Route 20/Wescott Road signalization project. Motion passed 4-0 by the following roll-call vote:

AYES: Ponciano, Reische, Vaca and Hill.

NOES: None.

ABSENT: Conrado.

9. Subject: Consideration to authorize Change Order #4 to R&R Horn General Contractor, Inc. for the 2020 wastewater Improvement Project, SRF Loan Project No. C-06-7896-310 for the amount of \$43,500.

DISCUSSION: City Manager Cain explained the necessity of the change order.

ACTION: With no public comments, Council Member Reische made a motion, seconded by Council Member Ponciano to adopt **Resolution 21-51** authorize Change Order #4 to R&R Horn General Contractor, Inc. for the 2020 wastewater Improvement Project, SRF Loan Project No. C-06-7896-310 for the amount of \$43,500. Motion passed 4-0 by the following roll-call vote:

AYES: Ponciano, Reische, Vaca and Hill.

NOES: None.

ABSENT: Conrado.

### DISCUSSION ITEMS

- Recreation Study

EDC Levings referenced information in the Recreation Program report and asked if council had any additional questions. Council requested City Manager Cain bring back information on bringing back a Recreation Department.

- Update on Grants

EDC Levings provided a handout and provided a presentation on Grant Updates. She provided status on the new grants and answered questions from council and the citizens. Levings recommended an Update on Grants for council every eight weeks.

**FUTURE AGENDA ITEMS**

Council Member Ponciano requested Purchases and Policies for Tourism, Purchasing Policies and CV1 Grant allocation.

**ADJOURNED** at 7:57 pm



JOSH HILL, MAYOR



SHELLY KITTLE, CITY CLERK