MINUTES
October 17, 2018

AND SPECIAL MEETING NOTICE

CITY COUNCIL CLOSED SESSION
6:00 p.m.
CITY COUNCIL MEETING
7:00 p.m.
City Council Chambers
311 Vernon Street
Roseville, California

CLOSED SESSION

6:00 p.m.

Conference with Labor Negotiators
Pursuant to California Government Code Section 54957.6
Agency designated representatives: Stacey Peterson and Gayle Satchwell
Employee Organizations: Roseville Police Officers Association; Roseville Police Association; IBEW, Local 1245; Stationary Engineers, Local 39; Roseville Firefighters, Local 1592; and Management/Confidential Employees, unrepresented employees.
CONTACT: Stacey Peterson 916-774-5374 slpeterson@roseville.ca.us

Closed Session Disclosure: City Attorney Robert Schmitt reported no official action was taken in Closed Session.

1. CALL TO ORDER

Mayor Susan Rohan called the October 17, 2018 City Council meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Gore, Alvord, Herman, Allard, Rohan

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Cub Scouts from Pack 1592, Dens 7 & 8, Cub Scouts Pack 507, Den 1, and Boy Scouts Troop 816.

4. MEETING PROCEDURES

City Clerk Sonia Orozco announced the procedures for addressing Council.

5. PRESENTATIONS

5.1. Americanism Award Presentation to the City of Roseville

Presentation from the California-Hawaii Elks Association honoring the City of Roseville with the Americanism Award and presentation from Roseville Elks Lodge #2248 honoring Mayor Susan Rohan for her leadership in the area of Americanism and Patriotism in the City of Roseville.

CONTACT: Sonia Orozco 916-774-5263 sorozco@roseville.ca.us

John Vertido, Exalted Ruler of Roseville Elks Lodge #2248 and Mrs. Leslie Dale, Americanism Program Lodge Chairwoman made the presentation to Mayor Rohan, who responded.

5.2. Proclamation - Manufacturing Awareness and Appreciation Month

Proclaim October 2018 as Manufacturing Awareness and Appreciation Month and encourage the community to commend and appreciate the benefits of manufacturers.

CONTACT: Laura Matteoli 916-774-5284 LMatteoli@roseville.ca.us

Economic Development Director Laura Matteoli made the presentation to Dean Peckham, Executive Director for Sacramento Valley Manufacturing Initiative, who responded.

Ronald and Michelle Stofan - owners of Garner Products Inc., - spoke to the importance of job training and education in manufacturing.

6. PUBLIC COMMENTS

No public comment received.

7. CONSENT CALENDAR

BEGINNING OF CONSENT CALENDAR

Motion by Tim Herman, seconded by Scott Alvord, to approve the Consent Calendar as recommended. The Motion Passed.

Roll call vote: Ayes: Allard, Alvord, Gore, Herman, Rohan

Bids / Purchases / Services

7.1. 401 Oak Street Underground Storage Tank Removal (RFQ 01-3176) and Relocation of ConVault to Fire Station 5 - Service Agreement

Memo from Buyer Babette Owens and Finance Director Dennis Kauffman recommending Council adopt RESOLUTION NO. 18-413 APPROVING A SERVICE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND CES CONTROLLED ENVIRONMENTAL SERVICES, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE (S1903202). Staff recommends Council approval of a service agreement with CES Controlled Environmental Services, Inc. for the labor and materials to remove an underground service tank at 401 Oak Street and relocate a ConVault to Fire Station 5 for the Public Works Building Maintenance Division. The total amount of the award is $76,161.00. Funding is included in the Public Works Building Maintenance Division's FY2018-19 budget.

CC #: 9556

File #: 0203-02

CONTACT: Babette Owens 916-774-5704 bowens@roseville.ca.us

7.2. Telecommunication Services Provider - Service Agreement

Memo from Information Technology Program Manager Matt Donaldson and Chief Information Officer Hong Sae recommending Council adopt RESOLUTION NO. 18-431 APPROVING A SERVICE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND CONSOLIDATED COMMUNICATIONS ENTERPRISE SERVICES, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE (S1904050). Through this agreement for telecommunications, the City will be replacing primary rate interface lines with session initiation protocol trunks and realize a cost savings of over $4,000.00 per month. The cost of this service agreement will not exceed $141,240.00 annually and will not exceed $706,200.00 over five years. Funds for this service agreement will be included in the each department's annual operating budget.

CC #: 9580

File #: 0203-05

CONTACT: Matt Donaldson 916-774-5405 mdonaldson@roseville.ca.us

7.3. Corporation Yard Tenant Safety Improvements (RFQ 10-3183) - Service Agreement and Budget Adjustment

Memo from Buyer Tiffany Valdez and Finance Director Dennis Kauffman recommending Council adopt RESOLUTION NO. 18-416 APPROVING A SERVICE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND JOE ANDERSON CONSTRUCTION, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE (S1908213); and adopt ORDINANCE NO. 6016 OF THE COUNCIL OF THE CITY OF

ROSEVILLE AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19 BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY EFFECTIVE AS AN APPROPRIATION MEASURE. Staff requests Council approve a service agreement with Joe Anderson Construction for the materials and labor to complete the Corporation Yard Tenant Improvement project at the Corporation Yard administration building in the amount of $215,720.00; authorize the Environmental Utilities (EU) Director or designee to approve change order requests for this project up to 10% as a construction contingency for a grand total of $237,292.00; and approve an ordinance transferring funding from available resources in the EU's Department's Water Operations Fund to the Water Front Counter Remodel Capital Improvement Project.

CC #: 9559

File #: 0800-01

CONTACT: Tiffany Valdez 916-774-5708 tvaldez@roseville.ca.us

7.4. Distribution Transformers (RFQ 10-3177) – Purchase Order

Memo from Buyer Babette Owens and Finance Director Dennis Kauffman recommending Council adopt RESOLUTION NO. 18-426 APPROVING A PURCHASE ORDER FOR DISTRIBUTION TRANSFORMERS; and adopt RESOLUTION NO. 18-427 APPROVING A PURCHASE ORDER FOR DISTRIBUTION TRANSFORMERS; and adopt RESOLUTION NO. 18-428 APPROVING A PURCHASE ORDER FOR DISTRIBUTION TRANSFORMERS. Staff requests approval of purchase orders with Mader Supply, LLC, Pacific Utilities, and General Pacific, Inc. for the purchase of distribution transformers on an as-needed basis. The estimated combined annual cost is $700,000.00. Funding is included in the Electric Department Contribution in Aid of Construction Capital Improvement Project and 12kV Upgrade & Extension FY2018-19 budgets. Staff requests authorization to renew without further Council approval, contingent upon budget approval each year.

CC #: 9573

File #: 0203-07-02

CONTACT: Babette Owens 916-774-5704 bowens@roseville.ca.us

7.5. Dead-front Padmount Switchgear (RFQ 10-3184) – Purchase Orders

Memo from Buyer Babette Owens and Finance Director Dennis Kauffman recommending Council adopt RESOLUTION NO. 18-418 APPROVING A PURCHASE ORDER FOR DEAD-FRONT PADMOUNT SWITCHGEAR. Staff requests approval of purchase orders to Anixter, Inc. for the purchase of dead-front padmount switchgear on an as-needed basis. The estimated annual cost is $700,000.00 and funding for this year is included in the Electric Department Contribution in Aid of Construction Capitol Improvement Project and 12kV Upgrade & Extension FY2018-19 budgets. Staff requests authorization to renew without further Council approval, pending approval of the budget each year.

CC #: 9566

File #: 0203-07-01

CONTACT: Babette Owens 916-774-5704 bowens@roseville.ca.us

7.6. Fire Safety and Fire Related Supplies - Blanket Purchase Orders

Memo from Administrative Analyst Katrina Rostam and Fire Chief Rick Bartee recommending Council approval of the award of blanket purchase orders to L.N. Curtis and Sons for fire safety and fire related supplies and equipment utilizing the Public Procurement Authority Bid Number RFP-00000170. The total estimated cost for Fire Department supplies will be $200,000.00 for the remaining initial term from October 10, 2018 to June 19, 2020 of the contract. Funding is included in the Fire Department Operations, Support Services and Training budgets for FY2018-19 and upcoming budgets. The funds will be encumbered one year at a time pending Council approval of the budget for each year.

CC #: 9572

File #: 0203-12

CONTACT: Katrina Rostam 916-774-5848 krostam@roseville.ca.us

7.7. Fire Department Equipment - Blanket Purchase Order

Memo from Administrative Analyst Katrina Rostam and Fire Chief Rick Bartee recommending Council approve the award of blanket purchase orders to Municipal Emergency Services, Inc./Lawmen. The Fire Department has an annual requirement for various firefighting, rescue and hazmat supplies as well as safety gear for all incident responses. These supplies are used for various areas of incident response to protect the life and safety of operational personnel, as well as the public. Open orders will be established for the vendor for each primary category for fire safety and fire-related supplies/equipment utilizing Public Procurement Authority Contract Number 000000168. The estimated total for blanket purchase orders will be $200,000.00 during the remaining initial term (October 17, 2018 thru May 28, 2020) of the contract.

CC #: 9560

File #: 0203-12

CONTACT: Katrina Rostam 916-774-5843 krostam@roseville.ca.us

Resolutions

7.8. After School Education and Safety Program

Memo from Recreation Superintendent Rob Nakamura and Parks, Recreation & Libraries Director Dion Louthan recommending Council adopt RESOLUTION NO. 18-414 APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ROSEVILLE AND ROSEVILLE CITY SCHOOL DISTRICT AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE. The After School Education and Safety program (ASES) provides for after school homework assistance and enrichment opportunities for up to 120 students at Cirby and 100 students at Woodbridge Elementary schools at no cost to participating families. The City is reimbursed a maximum of $235,700.00 to offset direct expenses to operate the after school

program. This Memorandum of Understanding outlines partnership and financial reimbursement terms to operate the ASES program. There is no General Fund impact as the program is funded within the Youth Development Fund.

CC #: 9557

File #: 0704 & 0705

CONTACT: Rob Nakamura 916-774-5135 rnakamura@roseville.ca.us

7.9. Updates to Energy Risk Management Policies

Memo from Electric Risk and Compliance Supervisor Petra Wallace and Electric Utility Director Michelle Bertolino recommending Council adopt RESOLUTION NO. 18-421 ADOPTING THE UPDATED ELECTRIC UTILITY RISK MANAGEMENT POLICY; and adopt RESOLUTION NO. 18-422 REAFFIRMING THE ENERGY CREDIT RISK POLICY; and adopt RESOLUTION NO. 18-423 ADOPTING THE UPDATED ENERGY TRADING AUTHORITY POLICY; and adopt RESOLUTION NO. 18-424 REAFFIRMING THE ENERGY HEDGE POLICY. The Electric Utility Risk Management Policy and Energy Trading Authority Policy are recommended to be updated as a result of organizational and regulatory changes. The Energy Credit Risk Policy and the Energy Hedge Policy require reaffirmation every two years by Roseville's internal risk policy. There is no fiscal impact associated with these policy changes.

CC #: 9570

File #: 0800-03

CONTACT: Petra Wallace 916-774-5510 pwallace@roseville.ca.us

7.10. Amendment to Master Schedule of User and Regulatory Fees – Electric Fees

Memo from Senior Electric Business Analyst Joanna Cucchi and Electric Utility Director Michelle Bertolino recommending Council adopt RESOLUTION NO. 18-415 ADOPTING A SMALL CELL PLAN CHECK FEE AND INCORPORATING THE FEE INTO THE SCHEDULE OF USER AND REGULATORY FEES. This item requests approval of establishing a Small Cell Plan Check fee in the amount of $767.89 and incorporating this fee into the City's current Schedule of User and Regulatory Fees. The proposed Small Cell Plan Check fee establishment is estimated to generate approximately $80,000.00 annually in offsetting revenue to the Electric utility. Adopting this fee will provide additional revenue, but it is not intended to fund new services, rather the revenue is intended to offset the cost of providing services that are recoverable from fees.

CC #: 9558

File #: 0800-03

CONTACT: Joanna Cucchi 916-746-1609 jcucchi@roseville.ca.us

7.11. Washington Boulevard at Blue Oaks - Freeway Maintenance Agreement Amendment

Memo from Senior Engineer Guy Howes and Development Services Director Mike Isom recommending Council adopt RESOLUTION NO. 18-432 APPROVING A

FREEWAY MAINTENANCE AGREEMENT AMENDMENT, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE. Staff recommends Council approve the Freeway Maintenance Agreement amendment to allow for a proposed second right turn lane from Northbound Washington Boulevard to Highway 65 southbound on ramp at Blue Oaks Boulevard within State right of way which will slightly increase the City's roadway maintenance responsibilities. The actions requested as part of this item have no impact to the City's General Fund. Construction costs were paid by the developer.

CC #: 9581

File #: 0900-04-02

CONTACT: Guy Howes 916-774-5339 ghowes@roseville.ca.us

Ordinances (for introduction and adoption - appropriation/urgency measures)

7.12. Fiscal Year 2017-18 Year End Budget Adjustments

Memo from Budget Manager Scott Pettingell and Finance Director Dennis Kauffman recommending Council adopt ORDINANCE NO. 6019 OF THE COUNCIL OF THE CITY OF ROSEVILLE AUTHORIZING CERTAIN AMENDMENTS TO THE FY2017-18 BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY EFFECTIVE AS AN APPROPRIATION MEASURE. Subsequent to the end of the fiscal year, the Finance Department evaluates the budget to ensure compliance with the annual budget ordinance. This evaluation identified fifteen necessary budget adjustments. The impact of the recommended adjustments on General Fund available resources is an increase of $703,000.00.

CC #: 9564

File #: 0201 & 0201-01

CONTACT: Scott Pettingell 916-746-1306 spettingell@roseville.ca.us

7.13. Fiscal Year 2018-19 Administrative Budget Adjustments

Memo from Budget Manager Scott Pettingell and Finance Director Dennis Kauffman recommending Council adopt ORDINANCE NO. 6017 OF THE COUNCIL OF THE CITY OF ROSEVILLE AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19 BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY EFFECTIVE AS AN APPROPRIATION MEASURE. The requested budget adjustment will correct a minor error in the budget for the Flood Alert System Capital Improvement Project by moving $337.00 of expenses to the Public Works operations budget; remove FY2018-19 budgeted revenue and expenses for three funds (Buckle-Up Baby, Merchant Parking Program, and Golf Improvement) which were closed as of June 30, 2018. Approval of this item will result in a net positive impact of $115.00 to the General Fund. There is a net zero impact to the Golf Operations Funds.

CC #: 9561

File #: 0201 & 0201-01

CONTACT: Scott Pettingell 916-746-1306 spettingell@roseville.ca.us

7.14. Fiscal Year 2018-19 Community Development Block Grant Budget Adjustment

Memo from Administrative Analyst Melissa Hagan and Economic Development Director Laura Matteoli recommending Council adopt ORDINANCE NO. 6018 OF THE COUNCIL OF THE CITY OF ROSEVILLE AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19 BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY EFFECTIVE AS AN APPROPRIATION MEASURE. This budget adjustment is being brought to Council for the realignment of the approved FY2018-19 Community Development Block Grant (CDBG) budget. The net change in expenditures is an increase of $236,354.00 and the net change in revenues is $236,354.00. CDBG funding is provided as a federal grant to the City. These grants are used to offset costs to the General Fund. This budget adjustment has no negative impact on the City's General Fund.

CC #: 9562

File #: 0113-02 & 0201-01

CONTACT: Melissa Hagan 916-774-5476 mhagan@roseville.ca.us

7.15. Dry Creek Wastewater Treatment Plant Nitrate Reduction Improvements Project - Professional Design Services Agreement Amendment and Budget Adjustment

Memo from Senior Engineer Todd Jordan and Environmental Utilities Director Richard Plecker recommending Council adopt RESOLUTION NO. 18-419 APPROVING A FIRST AMENDMENT TO PROFESSIONAL DESIGN SERVICES AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND BROWN AND CALDWELL, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE; and adopt ORDINANCE NO. 6020 OF THE COUNCIL OF THE CITY OF ROSEVILLE AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19 BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY EFFECTIVE AS AN APPROPRIATION MEASURE. Staff requests approval of the budget adjustment that will transfer $467,853.00 from the Wastewater Rehabilitation Fund to the Dry Creek Wastewater Treatment Plant Nitrate Reduction Improvements Project. This amount will fund design and construction period services for the project, which is currently under construction. Staff also requests an amendment to the professional design services agreement with Brown and Caldwell for the Dry Creek Wastewater Treatment Plant Nitrate Reduction Improvements Project. The total cost of the amendment will not exceed $467,853.00. The remainder of the project funds will be used to complete design and construction period services for the project.

CC #: 9567

File #: 0900-02-02-1 & 0201-01

CONTACT: Todd Jordan 916-746-1829 tjordan@roseville.ca.us

Reports / Requests

7.16. Out of State Travel Request - Police Department

Memo from Public Safety Program Coordinator Traci Drake and Police Chief James Maccoun requesting permission for a police lieutenant to attend a DJI Airworks Conference in Dallas, Texas October 30th - November 1st 2018. The conference will provide crucial information and application of DJI drone and aerial imaging products used by the Police Department. No City funds will be used. All costs, including tuition, per diem, hotel, airfare and ground transportation will be funded by a UASI grant thru Homeland Security.

CC #: 9565

File #: 0600-02

CONTACT: Traci Drake 916-746-1081 tdrake@roseville.ca.us

Ceremonial Documents

7.17. Proclamation - Extra Mile Day

Proclaim November 1, 2018 to be Extra Mile Day and urge individuals in the community to take time on this day to "go the extra mile" and to acknowledge those individuals who are inspirational in their commitment to making their organizations, families, communities, and the world a better place.

CC #: 9582

File #: 0102-06

CONTACT: Rosalinda Parra 916-774-5287 rparra@roseville.ca.us

7.18. Proclamation - California Arbor Week

Proclaim November 3 - 10, 2018 as a week to celebrate California Arbor Week in the City of Roseville, and encourage all residents and businesses to join together, plant trees, and maintain their existing trees.

CC #: 9578

File #: 0102-06

CONTACT: Ellen Worland 916-774-5131 eworland@roseville.ca.us

7.19. Proclamation - Small Business Saturday

Proclaim November 24, 2018 as Small Business Saturday and urge residents to support small businesses and merchants on Small Business Saturday and throughout the year.

CC #: 9577

File #: 0102-06

CONTACT: Laura Matteoli 916-774-5284 lmatteoli@roseville.ca.us

END OF CONSENT CALENDAR

8. SPECIAL REQUESTS/REPORTS/PRESENTATION

8.1. Groundwater Sustainability Plan Development Update

Memo from Acting Water Utility Manager Sean Bigley and Environmental Utilities Director Richard Plecker with an update regarding Sustainable Groundwater Management Act activities including development of the required Groundwater Sustainability Plan as required by California Water Code Section 10727.8.

CC #: 9568

File #: 0102-11

CONTACT: Sean Bigley 916-774-5513 sbigley@roseville.ca.us

Acting Water Utility Manager Sean Bigley introduced Brett Storey.

Brett Storey - Principal Management Analyst, Environmental Utilities, Placer County - presented on the state of Sacramento Valley groundwater and on the work of the West Placer Groundwater Sustainability Agency.

No action taken. Item for information only.

9. APPOINTMENTS

9.1. Appointment to Economic Development Advisory Committee - Unscheduled Vacancy

Memo from Deputy City Clerk Kelly Aye and City Clerk Sonia Orozco recommending Council appoint (1) one individual to the Economic Development Advisory Committee with a term ending June 30, 2020 from the following (6) six individuals who submitted an application for consideration: Nicole Dyer, Ugo Barnaby Nnaji, Alyssa Maspero, Angela Tsukiji, Ashley Walker, and Donald Wright. There is no fiscal impact.

CC #: 9583

File #: 0103-044-02

CONTACT: Kelly Aye 916-774-5264 kaye@roseville.ca.us

City Clerk Sonia Orozco made the presentation to Council.

Motion by Bonnie Gore, seconded by Susan Rohan, to appoint Angela Tsukiji to the Economic Development Advisory Committee with a term ending June 30, 2020. The Motion Passed.

Roll call vote: Ayes: Allard, Alvord, Gore, Herman, Rohan

10. COUNCIL / STAFF / REPORTS/ COMMENTS

Formation of Measure B Oversight Committee - City Manager Dominick Casey informed Council on research of best practices on creation of committee if Measure B passes.

Tour of the Materials Recovery Facility (MRF) - Councilmember Scott Alvord reported.

11. ADJOURNMENT

Motion by Tim Herman, seconded by John Allard, to adjourn the meeting at 7:50 p.m. The Motion Passed.

Roll call vote: Ayes: Allard, Alvord, Gore, Herman, Rohan