

**MINUTES**

**REGULAR MEETING OF THE CITY COUNCIL AND  
JOINT MEETING OF THE CLOVERDALE COMMUNITY DEVELOPMENT SUCCESSOR AGENCY BOARD OF DIRECTORS**

**TUESDAY, JUNE 14, 2016**

**CLOSED SESSION 5:30 p.m.**

**CLOSED SESSION LOCATION: CITY HALL CONFERENCE ROOM, 124 N. CLOVERDALE BLVD. CLOVERDALE, CA 95425**

**PUBLIC BUSINESS SESSION: 6:30 p.m.**

**PUBLIC BUSINESS SESSION LOCATION: CLOVERDALE PERFORMING ARTS CENTER, 209 N. CLOVERDALE BLVD.,  
CLOVERDALE, CA 95425**

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**CLOSED SESSION: 5:30 pm**

**OPENING:**

- Call to Order: Mayor Brigham called the meeting to order at 5:30 p.m.
- Roll Call: Present- Councilmember Palla, Councilmember Cox, Councilmember Russell, and Mayor Brigham, with Vice Mayor Wolter absent.
- Agenda Review - Closed Session (Changes and/or Deletions): None

**PUBLIC COMMENTS ON CLOSED SESSION AGENDA: None**

**RECESS TO CLOSED SESSION:**

**CONFERENCE WITH LABOR NEGOTIATOR**

(Government Code Section 54957.6)

Labor Negotiator: Paul Cayler, City Manager; David Kelley, Assistant City Manager; and Jose M. Sanchez, City Attorney

Employee Organizations: Cloverdale Police Officers' Association

**CONVENE PUBLIC BUSINESS SESSION – 6:30 p.m.**

**OPENING:**

- Call to Order: Mayor Brigham called the meeting to order at 6:30 p.m.
- Pledge of Allegiance
- Roll Call: Councilmember Palla, Councilmember Cox, Councilmember Russell, and Mayor Brigham, with Vice Mayor Wolter absent.
- Report out of Closed Session – Actions Taken: No reportable action
- Conflict of Interest Declaration: None
- Agenda Review – Regular Session (Changes and/or Deletions): None

**PUBLIC COMMENTS:**

Patrick King, Cloverdale, voiced concern about phase two of the Sunrise Hills subdivision development and requested that steps be taken to ensure plans that are approved adhere to the design restrictions of the plan development.

Shawn Bovee, Cloverdale, discussed the progress towards a skate park in Cloverdale and encouraged the Council to make sure that a skate park is included in the Thyme Square project.

**PROCLAMATIONS / PRESENTATIONS:**

**1. Introduction of new employees: Eric Sanders - Water Operator II, and Trevor Anderson- Meter Reader**

City Manager Cayler introduced and welcomed two newly hired City staff: Water Treatment Operator II, Eric Sanders and Meter Reader, Trevor Andersen.

**2. Proclamation for World Elder Abuse Awareness Day**

Mayor Brigham presented the proclamation to Colleen Hale and thanked her for her dedication to the Senior Center and all of the seniors in the Cloverdale Community.

**3. Presentation by Ms. Jamie Kerr of 530 Collective Corporation Regarding the Medical Marijuana Regulation and Safety Act of 2015**

Mayor Brigham introduced Jamie Kerr, founder of 530 Collective and 530 Edibles, which is a store front medical marijuana dispensary that has been in operation in Shasta Lake since 2009. Ms. Kerr gave a PowerPoint presentation on the Medical Marijuana Regulation and Safety Act of 2015. She discussed current bills and legislation, the State Agencies involved, and the many license types, and impact on local government.

**PUBLIC COMMENTS:**

Patrick King, Cloverdale, thanked Ms. Kerr for her excellent presentation and recommended a residency requirement be implemented to facilitate creating small businesses and keeping the supply chain in the community. Ms. Kerr responded questioning the legality of residency requirement and discussed options for small businesses and marketing and distributing.

Shawn Bovee, Cloverdale, questioned how Shasta City determined how many dispensaries would be allowed and the cost of the license. Ms. Kerr responded explaining the process used by Shasta Lake and other cities. Mr. Bovee requested the City Attorney research the legality of implementing residency requirements. City Attorney Sanchez responded that the legality of a residency requirement and inspection requirements are on the list to research.

**CONSENT CALENDAR:**

**4. Minutes of Previous Meeting April 12, 2016**

**5. Minutes of Previous Meeting May 10, 2016**

**6. Action on Resolution No. 041-2016 adopting the 2015 Urban Water Management Plan prepared by RMC**

**7. Action on Resolution No. 042-2016, of the City Council of the City of Cloverdale Re-appointing Ms. Reece Foxen to Serve a Four Year Term as Cloverdale's Representative on the Sonoma County Library Commission**

Item five was pulled for a separate vote since Mayor Brigham was absent the May 10, 2016 meeting.

**Action:** Motion was made by Councilmember Russell and seconded by Councilmember Cox to approve the consent calendar minus item number five. The motion passed by roll call vote: (4-ayes – Councilmember Palla, Councilmember Cox, Councilmember Russell, and Mayor Brigham; 0-noes; 1-Absent- Vice Mayor Wolter).

**Action:** Motion was made by Councilmember Palla and seconded by Councilmember Cox to approve consent calendar item number five. The motion passed by roll call vote: (3-ayes – Councilmember Palla, Councilmember Cox, and Councilmember Russell; 0-noes; 1-Absent- Vice Mayor Wolter; 1-Abstain-Mayor Brigham).

**COMMUNICATIONS:** None.

**PUBLIC HEARINGS:** None

## **NEW BUSINESS:**

### **8. Presentation of the Wastewater Treatment Plant Capacity Study by RMC**

Vanessa Apodaca, Interim City Engineer reported that the solids loading capacity of the City's treatment plant is one of the primary factors used in the considering approval for residential, commercial, and industrial development, as well as planning for future plant expansions. Ms. Apodaca introduced Mary Cousins from RMC Consulting Firm, who presented a PowerPoint presentation, discussing the details of the Treatment Plant Capacity Study. She explained that the capacity of the plant could be increased with a relatively small capital project, adding that there is not an immediate need for the project since loading levels have recently decreased.

City Manager Cayler thanked Ms. Cousins for her informative presentation and acknowledged the work staff has accomplished to increase Cloverdale's opportunities for additional growth. Discussion ensued regarding the capacity study and future growth.

## **SUBCOMMITTEE ITEMS:**

### Finance, Administration & Police

#### **9. Action on Resolution No 033-2016, authorizing the City Manager to sign an agreement with Exchange Bank and approving the City Manager and Finance Manager as signers on the Investment Account**

Finance Manager, Joanne Cavallari, presented this item, commenting that this item is a follow up from the May 10<sup>th</sup> Council meeting, where Council requested additional information from the Exchange Bank regarding the bank's rate of return on investments. Ms. Cavallari distributed a Trust and Investment Management summary sheet which showed the rate of return on one Exchange Bank account (attached) and introduced Steve Jenkins and Andriy Lesyshyn from the Exchange Bank to answer questions. She stated that Mike Nixon, the City Treasurer was also present to answer questions. Mr. Jenkins came to the podium to discuss investment returns and answer questions.

## **PUBLIC COMMENTS:**

Mike Nixon, Cloverdale City Treasurer, voiced approval for the agreement with the Exchange Bank and complimented Finance Manager Cavallari, stating that she is doing a fantastic job with the City's finances.

Jeanne Cox, Cloverdale, asked for clarification whether the request is to approve both the City Manager and the Finance Manager as signers. City Manager Cayler confirmed the request is to add both as signers.

**Action:** Motion was made by Councilmember Cox and seconded by Councilmember Palla to approve Resolution No. 033-2016, authorizing the City Manager to sign an agreement with Exchange Bank and approving the City Manager and Finance Manager as signers on the Investment Account. The motion passed by roll call vote: (4-ayes – Councilmember Palla, Councilmember Cox, Councilmember Russell, and Mayor Brigham; 0-noes; 1-Absent- Vice Mayor Wolter).

## **SUBCOMMITTEE REPORTS:**

- Airport (Chair, Councilmember Cox and Vice Mayor Wolter) - Next Meeting: July 19, 2016, 9:00 a.m.
- Finance, Administration & Police (Chair, Mayor Brigham and Vice Mayor Wolter) - Next Meeting: June 23, 2016, 2:00 p.m.
- Planning & Community Development (Chair, Vice Mayor Wolter and Mayor Brigham) - Next Meeting: June 21, 2016, 4:00 p.m.
- Public Works (Chair, Councilmember Russell and Councilmember Cox) - Next Meeting: July 26, 2016, 10:30 a.m.
- Joint City/Fire District (Chair, Councilmember Palla and Mayor Brigham) - Next Meeting: TBD
- Joint City/School District (Chair, Councilmember Palla and Councilmember Cox) – Next Meeting: September 19, 2016, 5:00 p.m. Councilmember Palla reported the committee met and discussed next year's student liaison, commenting that there are two students who applied and both are being recommended by the committee to attend alternating Council meetings.

**COUNCIL REPORTS (INCLUDING STUDENT LIAISON):**

Councilmember Russell shared information on the SMART Train, the SHARE Sonoma County program, and a Staff Report from SCTA/RCPA. She discussed the recent data regarding the impacts of climate change.

Councilmember Cox reported that he and the Mayor, along with Rich Cowart, met with Sonoma County Department of Human Services and discussed the plan to develop an office in Cloverdale to make programs and services more accessible to local residents.

Councilmember Palla reported on the progress of the Clover Springs Open Space project. He stated that he and the City Manager met with Supervisor Gore to discuss the project, noting that the City has only two years to complete the project.

**LEGISLATIVE REPORT:** None

**CITY MANAGER/CITY ATTORNEY REPORT:** City Attorney Sanchez commented on the tight timeframe to add the previously discussed cannabis general tax measure to the ballot for the upcoming General Election. Discussion ensued regarding the process and costs to put the cannabis general tax on the ballot.

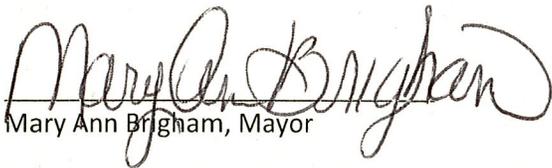
**COUNCIL DIRECTION ON FUTURE AGENDA ITEMS:** The Council directed staff to agendize the cannabis general tax measure for the next Council meeting.

**ADJOURNMENT:** Mayor Brigham adjourned the meeting at 8:56 p.m., to a regular meeting of the City Council and Cloverdale Community Development Successor Agency, Tuesday, June 28, 2016, for Closed Session at 5:30 p.m. (at the City Hall Conference Room 124 N. Cloverdale Blvd., Cloverdale, CA 95425) and Public Business Session at 6:30 p.m. (at the Cloverdale Performing Arts Center 209 N. Cloverdale Blvd., Cloverdale, CA 95425).

These minutes were approved at the July 26, 2016, City Council meeting by the following voice vote (Ayes-5; Noes-0).

- Ayes: Councilmember Palla, Vice Mayor Wolter, Councilmember Russell, Councilmember Cox, and Mayor Brigham
- Noes: 0
- Absent: 0
- Recuse: 0

Approved:

  
 Mary Ann Brigham, Mayor

Attested:

  
 Linda Moore, Deputy City Clerk

## CITY of CLOVERDALE

### 1. EXCHANGE BANK Trust and Investment Management

- Granted trust powers in 1963.
- One of only 12 California chartered community banks with trust powers
- Assets under management: \$1 billion
- Accounts: 950
- Employees: Staff of 20 trust and investment personnel

### 2. Cloverdale Investment Policy Statement

- Similar to the CA Local Agency Investment Guidelines
- Objectives: Safety first, Liquidity second, and Return last
- Slight deviation from the LAIGs: The IPS does not include State Obligations (CA and Others) & CA Local Agency Obligations

### 3. Treasury Yield Curve (%):

	<u>12/31/2014</u>	<u>12/31/2015</u>	<u>6/10/2016</u>
3 Mo. Bill	0.01	0.16	0.24
6 Mo. Bill	0.10	0.47	0.41
1 Yr. Note	0.26	0.60	0.54
2 Yr. Note	0.67	1.05	0.73
5 Yr. Note	1.66	1.76	1.17

### 4. Administration and Operations

- Account statement available daily online (after 9:00 PM)
- Monthly statements
- Quarterly performance measurement reports
- Deadline for daily transfers to for from EB depository account: 11:00 AM
- Account Relationship Manager: Andriy Lesyshyn
- Investment Officers: Bill Sullivan & Denise Palmer
- Annual Fee for \$5 million: 42 basis points