

CITY COUNCIL AGENDA

September 2, 2014

REGULAR SESSION - 6:00 P.M.

ANDERSON CITY HALL

1887 Howard Street

PARTICIPATION BY PUBLIC IN MEETING

Please review the Agenda to determine if the subject you wish to discuss is scheduled for Council consideration. If it is on the Agenda, you will have an opportunity when that matter comes up for discussion to briefly address the Council.

If the subject is *not* on tonight's Agenda, please complete an Agenda Request Form (on Clerk's table) and present it to the City Council Clerk. You will have the opportunity to speak on the subject under Item 5.2. However, if the item is not on the Agenda, each speaker will be limited to one three (3) minute opportunity to speak, unless the City Council makes an exception due to special circumstances.

The Brown Act prohibits the Council from taking action on any item not placed on the printed Agenda in most cases.

Effective July 1, 2008, the Brown Act requires any non-confidential documents or writings distributed to a majority of the City Council less than 72 hours before a regular meeting will be made available to members of the public at the same time they are distributed.

City Council meetings are televised and can be seen live on Cable Public Access Channel **181** (previously Channel 11) and on tape delay the following morning at 10:00 a.m.

In compliance with the Americans with Disabilities Act, the City of Anderson will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the City Clerk's office (378-6646) to make such a request. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250.

REGULAR SESSION – 6:00 P.M.

- 1.0 **ROLL CALL – COUNCIL:** Councilmember Day
Councilmember Yarbrough
Councilmember Hunt
Vice-Mayor Baugh
Mayor Hopkins
- 2.0 **INVOCATION** – Pastor Ryan Wildauer, Neighborhood Church of Anderson/Cottonwood, will give the invocation.
- 3.0 **PLEDGE OF ALLEGIANCE** –Mayor Hopkins.
- 4.0 **PROCLAMATIONS**
- 4.0a Constitution Week and Constitution Day.
- 4.0b Youth/Peer Court Month.
- 5.1 **SCHEDULED CITIZEN REQUEST TO ADDRESS THE CITY COUNCIL** – *Persons who have, by the deadline set for the agenda, requested to address the Council shall be limited to one 5-minute opportunity to speak. – None.*
- 5.2 **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** - *Anyone in the audience who wishes to address the Council on a subject which is not on tonight's agenda is now invited to come to the podium. Please provide your name and the subject you wish to discuss. Please limit your remarks to 3 minutes or less.*

CONSENT AGENDA

- 6.0 **CONSENT AGENDA** - *Consent Agenda items are expected to be routine and non-controversial. They will be acted upon by the Council at one time without discussion. Any member of the public, staff or City Council may request that an item be removed from the Consent Agenda for separate discussion. Are there any requests to remove any items from the Consent Agenda?*
- 6.1 **MINUTES** - Approve the minutes of the regular meeting of August 19, 2014.
- 6.2 **WARRANTS** – Receive and file warrant 131334 to 131403 in the amount of \$92,617.53; warrant 131404 to 131480 in the amount of \$206,413.80; and an ACH in the amount of \$1,190.13.
- 6.3 **CITY ATTORNEY** – None.

6.4 **CITY CLERK**

6.4a Waive reading, except by title, of any ordinances under consideration at this meeting for either introduction or passage per Government Code Section 36934.

6.4b Adopt a resolution amending the City of Anderson Position Classification and Compensation Plan re-establishing the classification of City Engineer, establishing a salary range, and approving an updated job description.

6.5 **CITY MANAGER** – None.

6.6 **ASSISTANT CITY MANAGER/FINANCE DIRECTOR/TREASURER** – None.

6.7 **COMMUNITY SERVICES DEPARTMENT** – None.

6.8 **DEVELOPMENT SERVICES DEPARTMENT** – None.

6.9 **POLICE DEPARTMENT** – None.

6.10 **PUBLIC WORKS DEPARTMENT** – None.

END OF CONSENT CALENDAR

6.11 **ITEMS (IF ANY) REMOVED FROM THE CONSENT CALENDAR** – *Items removed from the Consent Agenda for discussion will be treated as Regular Agenda items and any member of the public may request to address the Council on any such item as it comes up for discussion. Please provide your name and limit your remarks to 3 minutes or less.*

PUBLIC HEARINGS

Any person may speak on items scheduled for hearing at the time the Mayor declares the hearing open. ALL LEGAL NOTICES WERE GIVEN ACCORDING TO LAW.

7.0 **PUBLIC HEARING - WATER AND SEWER USER CHARGES**

RECOMMENDED ACTION:

1. **Conduct a Public Hearing:**
2. **Adopt a resolution increasing water consumption charges by 5% effective October 1, 2014 and again by 5% effective October 1, 2015.**
3. **Adopt a resolution increasing monthly sewer user charges by 5% effective October 1, 2014 and again by 5% effective October 1, 2015.**

REGULAR AGENDA

- 8.0 **REGULAR AGENDA** – *Regular Agenda Items will be discussed individually and in order. Any member of the public may request to address the Council on an item as it comes up for discussion. Please provide your name and limit your remarks to 3 minutes or less.*
- 8.1 **CITY COUNCIL** – None.
- 8.2 **CITY ATTORNEY** – None.
- 8.3 **CITY MANAGER** –None.
- 8.4 **CITY CLERK** – None.
- 8.5 **ASSISTANT CITY MANAGER/FINANCE DEPARTMENT** - None.
- 8.6 **COMMUNITY SERVICES DEPARTMENT** – None.
- 8.7 **DEVELOPMENT SERVICES DEPARTMENT** - None.
- 8.8 **POLICE DEPARTMENT** – None.
- 8.9 **PUBLIC WORKS DEPARTMENT** – None.
- 9.0 **SUCCESSOR AGENCY** – *(The City Council will, as the Successor Agency, conduct business related to the now dissolved Anderson Redevelopment Agency.)* – None.
- 10.0 **STAFF REPORTS** – None.
- 11.0 **COUNCIL REPORTS/COMMENTS** – *City Councilmembers will report on attendance at conferences/meetings reimbursed at City expense (Requirement of Assembly Bill 1234.)*
- CLOSED SESSION** - None
- 12.0 **ADJOURN** - **The City Council will adjourn to September 16, 2014.**

Anderson City Council Proclamation

Constitution Week, September 17-24, 2014 Constitution Day, Wednesday, September 17, 2014

WHEREAS, our Founding Fathers, in order to secure the blessings of liberty for themselves and their posterity, did ordain and establish a constitution for the United States of America; and

WHEREAS, it is of the greatest importance that all citizens fully understand the provisions and principles contained in the Constitution in order to support, preserve, and defend it against all enemies; and

WHEREAS, the 227th anniversary of the signing of the Constitution provides an opportunity for all Americans to realize the achievements of the framers of the Constitution and the rights, privileges, and responsibilities it affords; and

WHEREAS, the independence guaranteed to American citizens, whether by birth or naturalization, should be celebrated by appropriate ceremonies and activities during **Constitution Week**, September 17-24, 2014, as designated by proclamation of the President of the United States of America in accordance with Public Law 915;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Anderson hereby proclaims the week of September 17-24, 2014 as **Constitution Week**, and Wednesday, September 17, 2014, as **Constitution Day**, in the City of Anderson and urges all our citizens to consider and appreciate the many benefits of our Federal Constitution and American citizenship.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Corporate Seal of the City of Anderson to be affixed this 2nd day of September 2014.

Debe Hopkins, Mayor

**ANDERSON CITY COUNCIL
PROCLAMATION**

**PROCLAIMING SEPTEMBER 2014
AS YOUTH/PEER COURT MONTH**

WHEREAS, throughout September, more than 1,300 youth court programs operating in our nation's juvenile justice systems, schools, and community-based organizations will celebrate the 13th Annual National Youth Court Month, and the 12th year that the Shasta County Youth/Peer Court has been in operation; and

WHEREAS, youth courts are one of the fastest growing crime prevention and early intervention programs in the nation; and

WHEREAS, for over thirty years they have offered innovative solutions to prevent juvenile crime and educate our young people; and

WHEREAS, youth courts emphasize the importance of being involved in one's community, and they provide our nation's youth with an opportunity to learn about government and take an active role in upholding our democratic principles; and

WHEREAS, youth courts empower youth through involvement in community solutions by developing skills in leadership, decision-making, and problem solving; youth learn the appropriate use of peer pressure, and are given opportunities to mentor and instill integrity in their peers; and gain a clearer understanding of our nation's judicial system; and

WHEREAS, youth court volunteers play a crucial role in making the goal of reducing juvenile crime in this country a reality and teach our youth about accountability and the consequences of making poor choices; they also reward responsible behavior; and

WHEREAS, the Anderson City Council strongly supports youth court programs because they help build healthier and safer communities in which we live, raise families, and work; and it commends the youth and adult volunteers who support the Shasta County Youth/Peer Court and our juvenile justice system.

NOW, THEREFORE, the Anderson City Council hereby proclaims September 2014 as **Youth/Peer Court Month** in Anderson, California to be celebrated in conjunction with National Youth Court Month.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Corporate Seal of the City of Anderson to be affixed this 2nd day of September 2014.

Debe Hopkins, Mayor

DRAFT

ANDERSON CITY COUNCIL MINUTES

**Regular Meeting
August 19, 2014**

REGULAR SESSION

The regular session was called to order at 6:01 p.m.

ROLL CALL

Councilmembers present: Councilmember Day
 Councilmember Hunt
 Councilmember Yarbrough
 Vice-Mayor Baugh
 Mayor Hopkins

Councilmember absent: None.

Also present: City Manager Jeff Kiser, City Attorney Ann Siprelle, Assistant City Manager/Finance Director Liz Cottrell, Police Chief Michael Johnson, Deputy Public Works Director David Durette, City Clerk Juanita Barnett, and Deputy City Clerk Brenda Hicken.

INVOCATION

Pastor Perry Peterson, Crossroads Bible Fellowship, gave the invocation.

PLEDGE OF ALLEGIANCE

Vice-Mayor Baugh led the Pledge of Allegiance.

PRESENTATION

Michael Burke, Client Services and Communications representative of One SAFE Place gave a PowerPoint® presentation on the "NO MORE" Violence program in Shasta County taking a stand against domestic violence and provided handouts on the program.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Jim Cahill addressed the Council regarding the Anderson Police Department towing vehicles parked along the street without prior notification.

The City of Anderson is an Equal Opportunity Provider

Preston Dickinson of A. T. & T. addressed the Council regarding his work with the officials in Shasta County to bring resolution to issues that may exist with A. T. & T. customers.

CONSENT AGENDA

By motion made, seconded (Yarbrough/Day), and carried by a 5-0 vote, the Council took the following actions:

Approved the minutes of the regular meeting of July 15, 2014.

Received and filed warrant 130951 to 131046 in the amount of \$96,382.72; warrant 131047 to 131124 in the amount of \$258,009.01; warrant 131125 to 131203 in the amount of \$924,791.47; warrant 131204 to 131293 in the amount of \$72,538.38; warrant 131294 to 131333 in the amount of \$45,745.56; an ACH in the amount of \$1,190.13; an ACH in the amount of \$1,190.13; and an ACH in the amount of \$1,190.13.

Waived reading, except by title, of any ordinances under consideration at this meeting for either introduction or passage per Government Code Section 36934.

Received and filed the Quarterly Treasurer's Report for the fiscal quarter ended June 30, 2014.

Vote: AYES: Councilmembers Yarbrough, Day, Hunt, Baugh, and Mayor Hopkins.
NOES: None.
ABSENT: None.
ABSTAIN: None.

ITEMS REMOVED FROM THE CONSENT CALENDAR – None.

PUBLIC HEARINGS – None.

REGULAR AGENDA

CITY MANAGER

PROFESSIONAL SERVICES AGREEMENT WITH SHASTA COUNTY ECONOMIC DEVELOPMENT CORPORATION

City Manager Jeff Kiser gave a staff report and answered questions from the Council.

Brad Frost, City Council's representative to the EDC Board, also addressed the Council on the development of properties and promotion of new jobs in Anderson.

By motion made, seconded (Baugh/Yarbrough), and carried by a 5-0 vote, the Council authorized the City Manager to execute a 2014-2015 funding agreement in the amount of \$20,000 with the Shasta County Economic Development Corporation for Enterprise Zone marketing services.

Vote: Ayes: Councilmembers Baugh, Yarbrough, Day, Hunt, and Mayor Hopkins.
Noes: None.
Abstain: None.
Absent: None.

PUBLIC WORKS DEPARTMENT

ACCEPTANCE OF PUBLIC SERVICE EASEMENT ON PARCEL MAP 14-01 FOR SCHOOL STREET; RESOLUTION NO. 14-51

Deputy Public Works Director Dave Durette gave a staff report and answered questions from the Council.

By motion made, seconded (Baugh/Day), and carried by a 5-0 vote, the Council adopted Resolution No. 14-51 accepting the dedication of offered ten feet (10') wide public service easement based on Planning Commission Resolution 14-01 approval of the Tentative Parcel Map.

Vote: Ayes: Councilmembers Baugh, Day, Hunt, Yarbrough, and Mayor Hopkins.
Noes: None.
Abstain: None.
Absent: None.

2014 PAVEMENT REPAIR PROJECT AT VARIOUS LOCATIONS IN THE CITY; RESOLUTION NO. 14-52

Deputy Public Works Director Dave Durette gave a staff report and answered questions from the Council.

By motion made, seconded (Yarbrough/Hunt), and carried by a 5-0 vote, the Council: Adopted Resolution No. 14-52 finding the 2014 Pavement Repair Project Categorically Exempt in accordance with Section 15301, Class 1(c) of the California Environmental Quality Act (CEQA); approved the Plans, Specifications, Estimates and Contract Documents for the 2014 Pavement Repair Project and instructed the Deputy Public Works Director to advertise for bids; and

authorized the opening of bids at 10:00 a.m. September 12, 2014 in the City Council Chambers.

Vote: Ayes: Councilmembers Yarbrough, Hunt, Day, Baugh, and Mayor Hopkins.
Noes: None.
Abstain: None.
Absent: None.

ADOPTION OF THE WATER SHORTAGE CONTINGENCY PLAN

Deputy Public Works Director Dave Durette gave a staff report and, together with City Manager Jeff Kiser, answered questions from the Council.

By motion made, seconded (Baugh/Day), and carried by a 5-0 vote, the Council adopted the City of Anderson Water Shortage Contingency Plan.

Vote: Ayes: Councilmembers Baugh, Day, Hunt, Yarbrough, and Mayor Hopkins.
Noes: None.
Abstain: None.
Absent: None.

COUNCIL REPORTS/COMMENTS

Councilmembers used this time to report on meetings and activities they participated in and to announce upcoming events.

Councilmember Day made a motion and Councilmember Hunt seconded the motion to place an evaluation of the City Manager position on the next City Council agenda.

Public Comment on Closed Session Item(s): - None.

6:57 p.m.: ***The City Council convened to Closed Session.***

CLOSED SESSION

The City Council convened to Closed Session to discuss the following:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

[Pursuant to Govt. Code Section 54956.9(d)(1)]

Potential cases: One

CONFERENCE WITH LABOR NEGOTIATORS

(Pursuant to Govt. Code Section 54957.6.)

Agency Negotiator: Jeff Kiser, City Manager

Title: City Engineer

DIRECTION TO REAL PROPERTY NEGOTIATOR

Agency Representative: Jeff Kiser, City Manager
Real Property: APN 201-640-002 and 201-650-012

CLOSED SESSION ANNOUNCEMENT

Mayor Hopkins announced the Council sat in Closed Session to discuss one case of anticipated litigation, the City Engineer position, and property negotiations on two parcels with direction given and no reportable actions taken.

ADJOURNMENT

7:55 p.m.: ***The City Council adjourned to September 2, 2014.***

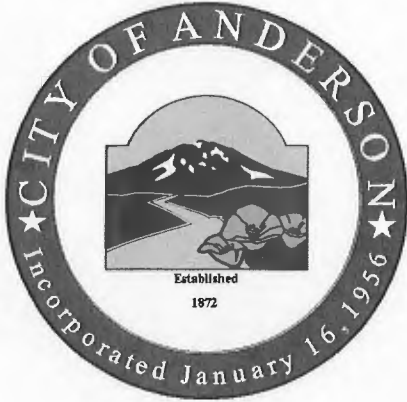
Debe Hopkins, Mayor

ATTEST:

Juanita Barnett, City Clerk

AGENDA ITEM

September 2, 2014 City Council Meeting



Approved for Submittal By:

Jeff Kiser

Jeff Kiser, City Manager

To Be Presented By:

Liz Cottrell

Liz Cottrell, Finance Director/Treasurer

To: Honorable Mayor and Members of the Anderson City Council

Through: Jeff Kiser, City Manager

From: Liz Cottrell, Finance Director/Treasurer

Date: September 2, 2014

SUBJECT

Receive and File Weekly Warrant Registers.

RECOMMENDATION

Receive and file warrant 131334 to 131403 in the amount of \$92,617.53; Receive and file warrant 131404 to 131480 in the amount of \$206,413.80; Receive and file ACH in the amount of \$1,190.13.

ATTACHMENTS

Warrant Registers.

Check Register Report

Date: 08/15/2014

Time: 11:11 am

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City of Anderson

BANK: NORTH VALLEY BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
NORTH VALLEY BANK Checks							
131334	08/15/2014	Printed		051410	ACTION ENVIRONMENTAL MGMT	PROFESSIONAL SERVICES	785.00
131335	08/15/2014	Printed		1038	ANDERSON TIRE FACTORY	PROFESSIONAL SVCS & PARTS	402.37
131336	08/15/2014	Printed		1150	ANTHEM BLUE CROSS LIFE AND	HEALTH INS PREMIUM HOPKINS	610.78
131337	08/15/2014	Printed		110608	ASBURY ENVIRONMENTAL SERVICES	PROFESSIONAL SERVICES	247.68
131338	08/15/2014	Void	08/15/2014			Void Check	0.00
131339	08/15/2014	Void	08/15/2014			Void Check	0.00
131340	08/15/2014	Void	08/15/2014			Void Check	0.00
131341	08/15/2014	Printed		111011	AT& T CALNET	PHONE CHARGES	411.77
131342	08/15/2014	Void	08/15/2014			Void Check	0.00
131343	08/15/2014	Printed		113759	BEST BEST & KRIEGER	PROFESSIONAL SERVICES	8,814.83
131344	08/15/2014	Printed		5069	BRIGHT'S REDDING TROPHY	SUPPLIES	18.28
131345	08/15/2014	Printed		1210	CALIFORNIA SAFETY CO.	PROFESSIONAL SERVICES	1,152.50
131346	08/15/2014	Printed		129035	CHEM QUIP,INC.	SUPPLIES	45.50
131347	08/15/2014	Printed		132201	CITY OF REDDING	UTILITIES	7,211.10
131348	08/15/2014	Printed		132203	CITY OF REDDING	LIBRARY CONTRIBUTION	2,713.00
131349	08/15/2014	Printed		133030	DAVID COATES	PER DIEM-TRAINING	7.00
131350	08/15/2014	Printed		133030	DAVID COATES	PER DIEM-TRAINING	7.00
131351	08/15/2014	Printed		133402	DANIEL & ROBIN COLLINS	WATER DEPOSIT REFUND	19.44
131352	08/15/2014	Printed		13859	COPQUEST, INC.	SUPPLIES	193.16
131353	08/15/2014	Printed		1430	CROWN MOTORS	PROFESSIONAL SVCS & PARTS	1,201.42
131354	08/15/2014	Printed		143820	D & J MAINTENANCE	PROFESSIONAL SERVICES	720.00
131355	08/15/2014	Printed		1490	DEPT. OF TRANSPORTATION	TRAFFIC SIGNAL MAINTENANCE	465.84
131356	08/15/2014	Printed		159455	FERGUSON ENTERPRISES, INC.	SUPPLIES	77.40
131357	08/15/2014	Void	08/15/2014			Void Check	0.00
131358	08/15/2014	Void	08/15/2014			Void Check	0.00
131359	08/15/2014	Void	08/15/2014			Void Check	0.00
131360	08/15/2014	Printed		1760	HARDWARE EXPRESS	SUPPLIES-JOB #2	1,488.70
131361	08/15/2014	Printed		17895	HAVEN HUMANE SOCIETY	SPAY & NEUTER CERT	60.00
131362	08/15/2014	Printed		1801855	LEONARD HERTZ	WATER DEPOSIT REFUND	7.15
131363	08/15/2014	Printed		1807589	JOHN & TWILA HIGHAM	WATER DEPOSIT REFUND	23.85
131364	08/15/2014	Printed		18206	HUE & CRY SECURITY SYSTEMS,INC	PROFESSIONAL SVCS & EQUIPMENT	6,327.02
131365	08/15/2014	Void	08/15/2014			Void Check	0.00
131366	08/15/2014	Printed		1850430	INLAND BUSINESS SYSTEMS	F/C MONTHLY MAINT OVERAGE	293.56
131367	08/15/2014	Printed		1880	J.W. WOOD COMPANY INC.	SUPPLIES	26.31
131368	08/15/2014	Void	08/15/2014			Void Check	0.00
131369	08/15/2014	Printed		1890	JEFF'S PEST CONTROL	PROFESSIONAL SERVICES	326.00
131370	08/15/2014	Printed		196942	LOWE'S	SUPPLIES	218.83
131371	08/15/2014	Printed		1980563	MATSON AND ISOM	PROFESSIONAL SERVICES	5,000.00
131372	08/15/2014	Printed		1990797	TIMOTHY MICKELA	CLEANING DEPOSIT REFUND	350.00
131373	08/15/2014	Printed		20741	NETSOUND	PROFESSIONAL SERVICES	3,075.00
131374	08/15/2014	Printed		20743	JOHNETTA NEUSCHWANDER	WATER DEPOSIT REFUND	13.85
131375	08/15/2014	Printed		303855	NSP3	EQUIPMENT REPLACEMENT	257.99
131376	08/15/2014	Void	08/15/2014			Void Check	0.00
131377	08/15/2014	Void	08/15/2014			Void Check	0.00
131378	08/15/2014	Void	08/15/2014			Void Check	0.00
131379	08/15/2014	Printed		3050	OFFICE DEPOT	OFFICE SUPPLIES	1,106.08
131380	08/15/2014	Printed		3069	OMNI MEANS	PROFESSIONAL SERVICES	11,282.56
131381	08/15/2014	Void	08/15/2014			Void Check	0.00
131382	08/15/2014	Printed		4000	PACIFIC GAS & ELECTRIC	UTILITIES	2,749.07
131383	08/15/2014	Printed		4039	PAYLESS BUILDING SUPPLY	MATERIALS	449.57
131384	08/15/2014	Printed		405857	ALBERT & NICOLE PIERCE	WATER DEPOSIT REFUND	13.85
131385	08/15/2014	Printed		50100	RAY MORGAN CO.	MONTHLY LEASE	461.03
131386	08/15/2014	Printed		502023	RECORD SEARCHLIGHT	SUBSCRIPTION RENEWAL-CITY HALL	185.16
131387	08/15/2014	Printed		50960155	SUSAN ROMERO	PROFESSIONAL SERVICES	1,794.63
131388	08/15/2014	Printed		60802	SHASTA CO. DEPT RESOURCE MGMT	BEVERAGE RECYCLING GRANT	5,000.00

Check Register Report

Date: 08/15/2014

Time: 11:11 am

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City of Anderson

BANK: NORTH VALLEY BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
NORTH VALLEY BANK Checks							
131389	08/15/2014	Printed		6059	SHASTA COUNTY AUDITOR CONT.	QTRLY PASS THROUGH- OX YOKE	1,980.50
131390	08/15/2014	Printed		6059	SHASTA COUNTY AUDITOR CONT.	QRTLY PASS THROUGH-OX YOKE	2,227.50
131391	08/15/2014	Printed		6059	SHASTA COUNTY AUDITOR CONT.	QTRLY PASS-THROUGH-OX YOKE	2,191.00
131392	08/15/2014	Printed		6041	SHASTA COUNTY SHERIFF'S OFFICE	RAN PAYMENT-THRU 6/30/14	4,485.50
131393	08/15/2014	Printed		7010	SHASTA MOSQUITO VECTOR	MOSQUITO CONTROL APR-JUN 14	308.61
131394	08/15/2014	Printed		70237	SHASTA-TEHAMA CHILDREN	PARKS REFUND	100.00
131395	08/15/2014	Printed		7067021	SPHERION STAFFING LLC	PROFESSIONAL SERVICES	2,637.50
131396	08/15/2014	Printed		7084360	STEVENSON FIREARMS & AMMO	AMMO & SUPPLIES	6,451.68
131397	08/15/2014	Printed		70880	SWRCB FEES	WATER SYSTEM FEES 7/13-6/14	256.00
131398	08/15/2014	Printed		708912	FOU TANNE	CLEANING DEPOSIT REFUND	390.00
131399	08/15/2014	Printed		7090	TAYLOR AUTO PARTS	PARTS	2,305.12
131400	08/15/2014	Printed		800594	TRI-COUNTIES BANK	REDEVELOPMENT LOAN #310306360	2,712.99
131401	08/15/2014	Printed		80487	VIGILANT CANINE SERVICES	MONTHLY K-9 MAINTENANCE	250.00
131402	08/15/2014	Printed		81597	VIRTUAL PROJECT MANAGER	PROFESSIONAL SERVICES	500.00
131403	08/15/2014	Printed		8160	VISIBLE	SUPPLIES	206.85

Total Checks: 70

Checks Total (excluding void checks):

92,617.53

Total Payments: 70

Bank Total (excluding void checks):

92,617.53

Total Payments: 70

Grand Total (excluding void checks):

92,617.53

 8/15/14
SIGNATURE DATE

Check Register Report

Date: 08/21/2014

Time: 4:23 pm

Page: 1

City of Anderson

BANK: NORTH VALLEY BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
NORTH VALLEY BANK Checks							
131404	08/22/2014	Printed		050210	AAMIGO IRRIGATION SUPPLY	SUPPLIES	140.85
131405	08/22/2014	Printed		051405	ACI SPECIALTY BENEFITS	EMPLOYEE ASSISTANCE PROGRAM	401.76
131406	08/22/2014	Printed		05645	AMERICAN FIDELITY ASSURANCE	INSURANCE PREMIUM P/E AUG-14	1,783.24
131407	08/22/2014	Printed		05644	AMERICAN FIDELITY ASSURANCE CO	CAFETERIA 125 P/E 8/15/2014	334.61
131408	08/22/2014	Printed		059059	ANDERSON REGENCY II ASSOCIATES	RDA LOAN- 5TH DISTBURSEMENT	50,000.00
131409	08/22/2014	Printed		0590580	ANDERSON ROTARY CLUB	MEMBERSHIP DUES-KISER	150.00
131410	08/22/2014	Printed		1038	ANDERSON TIRE FACTORY	PROFESSIONAL SVCS & EQUIPMENT	137.29
131411	08/22/2014	Printed		1150	ANTHEM BLUE CROSS LIFE AND	HEALTH INS. PREMIUM-HUNT	1,002.00
131412	08/22/2014	Printed		0580	APOA	DUES FOR P/E 8/15/2014	560.00
131413	08/22/2014	Printed		11095	AT & T	PHONE CHARGES	95.90
131414	08/21/2014	Void	08/21/2014			Void Check	0.00
131415	08/22/2014	Printed		1133	BASIC LAB,INC.	PROFESSIONAL SERVICES	5,791.00
131416	08/22/2014	Printed		120602	CA. DEPT. OF CHILD SUPPORT SER	PAR #0000024225 P/E 8/15/2014	161.53
131417	08/22/2014	Printed		120602	CA. DEPT. OF CHILD SUPPORT SER	PAR# 0002232853 P/E 8/15/2014	69.23
131418	08/22/2014	Printed		1209355	CALIFORNIA DIAMOND PRODUCTS	SUPPLIES	129.51
131419	08/22/2014	Printed		1210	CALIFORNIA SAFETY CO.	PROFESSIONAL SERVICES	24.00
131420	08/22/2014	Printed		118992	CBCINNOVIS, INC.	PROFESSIONAL SERVICES	17.30
131421	08/22/2014	Printed		128516	CENTURY MFR	SUPPLIES	66.00
131422	08/22/2014	Printed		131750	CHARTER COMMUNICATIONS	INTERNET CHARGES	271.98
131423	08/22/2014	Printed		1317934	GABE CHEEK	PROFESSIONAL SERVICES	73.50
131424	08/22/2014	Printed		132203	CITY OF REDDING	TRAFFIC SIGNAL MAINTENANCE	3,000.00
131425	08/22/2014	Printed		1430	CROWN MOTORS	PARTS	422.60
131426	08/22/2014	Printed		149005	DE LAGE LANDEN FINANCIAL SVC	SINTF-MONTHLY LEASE	340.83
131427	08/22/2014	Printed		144693	DELL BUSINESS CREDIT	EQUIPMENT	1,735.23
131428	08/22/2014	Printed		1540	EMPLOYMENT DEVELOPMENT	SDI W/H P/E 8/15/2014	728.19
131429	08/22/2014	Printed		1540	EMPLOYMENT DEVELOPMENT	STATE W/H P/E 8/15/2014	3,759.23
131430	08/22/2014	Printed		15602	ENPLAN	PROFESSIONAL SERVICES	200.00
131431	08/22/2014	Printed		157863	EVERBANK	MONTHLY LEASE	194.31
131432	08/22/2014	Printed		100155	EWING	SUPPLIES	2,884.66
131433	08/22/2014	Printed		15803	FASTENAL COMPANY	SUPPLIES	119.73
131434	08/22/2014	Printed		05808	FASTENERS INC.	SUPPLIES	172.92
131435	08/22/2014	Printed		161155	FILTRATION TECHNOLOGY	SUPPLIES	3,960.46
131436	08/22/2014	Printed		1645010	SHEILA FORD	PARKS REFUND	35.00
131437	08/22/2014	Printed		16548	LORI A. FROBERG	PROFESSIONAL SERVICES	49.00
131438	08/22/2014	Printed		1680	GENERAL TEAMSTERS #137	DUES FOR AUG-14	1,117.26
131439	08/22/2014	Printed		17630	HARD DRIVE GRAPHICS	SUPPLIES	708.15
131440	08/22/2014	Printed		1807583	HIGHWAY SPECIALTY CO, INC	EQUIPMENT	277.24
131441	08/22/2014	Printed		18109	HILLYARD, INC.	SUPPLIES	537.92
131442	08/22/2014	Printed		1840	ICMA RETIREMENT TRUST 457	PLAN #302204 W/H P/E 8/15/2014	2,041.15
131443	08/22/2014	Printed		1850430	INLAND BUSINESS SYSTEMS	SUPPLIES	10.00
131444	08/22/2014	Printed		18552	INTOXIMETERS	SUPPLIES	207.68
131445	08/22/2014	Printed		1880	J.W. WOOD COMPANY INC.	SUPPLIES	240.21
131446	08/22/2014	Printed		1875	JMB OIL COMPANY	SUPPLIES	209.47
131447	08/22/2014	Printed		197799	MARK A. CRUMPTON	PROFESSIONAL SERVICES	750.35
131448	08/22/2014	Printed		1978101	MARKSMAN PEST CONTROL	PROFESSIONAL SERVICES	70.00
131449	08/22/2014	Printed		1987	JOHN MCDONALD	PROFESSIONAL SERVICES	295.00
131450	08/22/2014	Printed		198502	MEEK'S - ANDERSON	SUPPLIES	61.97
131451	08/22/2014	Printed		1989	METRIC MOTORS	PROFESSIONAL SVCS & PARTS	359.73
131452	08/22/2014	Printed		2015	SEAN MILLER	TRAVEL REIMBURSEMENT PER DIEM	32.00
131453	08/22/2014	Printed		2040	MT. SHASTA SPRING WATER	DRINKING WATER	188.59
131454	08/22/2014	Printed		2060	N.C.G.T. TRUST FUND	INSURANCE PREMIUM SEPT-14	75,123.00
131455	08/22/2014	Printed		20651	NCCSIF	WORKERS COMPENSATION INSURANCE	13,993.50

Check Register Report

Date: 08/21/2014

Time: 4:23 pm

Page: 2

City of Anderson

BANK: NORTH VALLEY BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
NORTH VALLEY BANK Checks							
131456	08/22/2014	Printed		2075260	NEOFUNDS BY NEOPOST	POSTAGE- METER MACHINE	5,010.00
131457	08/22/2014	Printed		4074	NORTHERN LIGHTS ENERGY, INC.	FUEL SUPPLIES	6,459.09
131458	08/22/2014	Printed		303894	O2 STAFFING, INC.	PROFESSIONAL SERVICES	5,283.52
131459	08/21/2014	Void	08/21/2014			Void Check	0.00
131460	08/22/2014	Printed		3050	OFFICE DEPOT	OFFICE SUPPLIES	590.81
131461	08/22/2014	Printed		4000	PACIFIC GAS & ELECTRIC	UTILITIES	46.75
131462	08/22/2014	Printed		902846	PATTERSON LANDSCAPE-YARD	PROFESSIONAL SERVICES	1,648.86
131463	08/22/2014	Printed		5000	QUALITY SAW & MOWER	SUPPLIES	25.74
131464	08/22/2014	Printed		50100	RAY MORGAN CO.	SINTF-MONTHLY LEASE	84.79
131465	08/22/2014	Printed		5060145	REDDING TELEPHONE ANSWERING	PROFESSIONAL SERVICES	26.00
131466	08/22/2014	Printed		507035	LEAH REID	CLEANING DEPOSIT REFUND	500.00
131467	08/22/2014	Printed		6001899	SAFARILAND,LLC	SUPPLIES	40.09
131468	08/22/2014	Printed		6090	SHASTA COUNTY INFO. TECH. DEPT	SINTF-PC MAINTENANCE	932.82
131469	08/22/2014	Printed		6042	SHASTA COUNTY SHERIFF'S OFFICE	RECORDS SERVICES APR-JUN 14	3,710.70
131470	08/22/2014	Printed		70401	SHELL FLEET PLUS	FUEL CHARGES	61.72
131471	08/22/2014	Printed		7050	SIERRA CHEMICAL CO.	SUPPLIES	292.42
131472	08/22/2014	Printed		7067011	SPEEDO CHECK	PROFESSIONAL SERVICES	330.00
131473	08/22/2014	Printed		7067021	SPHERION STAFFING LLC	PROFESSIONAL SERVICES	4,785.00
131474	08/22/2014	Printed		70800	STATE OF CALIFORNIA	ASSIGN OF WAGES 8/15/2014	45.00
131475	08/22/2014	Printed		800372	TRANSUNION RISK AND ALTERNATIV	PROFESSIONAL SERVICES	5.50
131476	08/22/2014	Printed		80092105	UPS	SHIPPING CHARGES	94.57
131477	08/22/2014	Printed		8150	VALLEY INDUSTRIAL	MONTHLY MAINTENANCE CONTRACT	696.00
131478	08/22/2014	Printed		16735	VCA GATEWAY ANIMAL HOSPITAL	PROFESSIONAL SERVICES	171.00
131479	08/22/2014	Printed		81539	VERIZON WIRELESS	SINTF-PHONE CHARGES	297.25
131480	08/22/2014	Printed		90359	ZEP MANUFACTURING COMPANY	SUPPLIES	241.09

Total Checks: 77 Checks Total (excluding void checks): 206,413.80

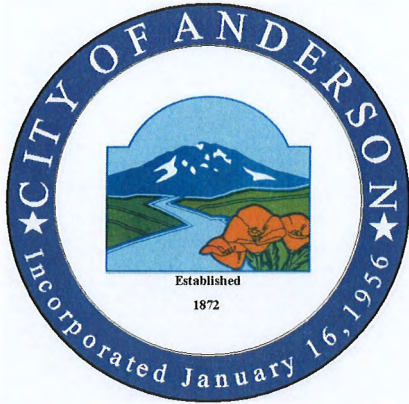
Total Payments: 77 Bank Total (excluding void checks): 206,413.80

Total Payments: 77 Grand Total (excluding void checks): 206,413.80

 8/21/14
SIGNATURE DATE

08/22/2014 ACH Members First Credit Union \$1,190.13

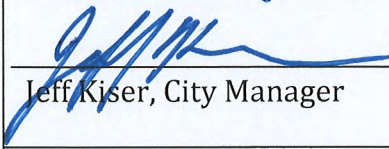
For Payroll Ending 08/15/2014



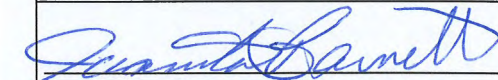
AGENDA ITEM

September 2, 2014, City Council Meeting

Approved for Submittal By:


Jeff Kiser, City Manager

To Be Presented By:


Juanita Barnett, City Clerk

To: Honorable Mayor and Members of the Anderson City Council
Through: Jeff Kiser, City Manager
From: Juanita Barnett, City Clerk
Date: September 2, 2014

SUBJECT

Classification and Compensation Plan Update

RECOMMENDATION

The City Clerk recommends that the City Council:

Adopt a resolution amending the City of Anderson Position Classification and Compensation Plan re-establishing the classification of City Engineer, establishing a salary range, and approving an updated job description.

FISCAL IMPACT

The proposed change will have no direct effect on the general fund until such time as the position is filled. When filled, there could be an increase to the general fund 001-4240-5xxx between 5% and 16% depending on the step assigned.

DISCUSSION and BACKGROUND

In 1990, the City Council established a new position and job description for a City Engineer. In 2000, the City Council deleted the position of City Engineer from our Classification and Compensation Plan because we had not used the classification for quite some time and the position was considered obsolete.

The City of Anderson began a long time relationship with PACE Engineering in 1976. Jim Elkins at PACE Engineering has served as the City's Engineer for the majority of that time. With Jim Elkins looking to retire in the near future, the City needs to look at other alternatives. We can solicit Requests for Qualifications and look at hiring another firm to serve as the City Engineer or hire a resident City Engineer.

This matter was brought before Council for consideration in July at which time Council requested the matter be brought back to them under Closed Session at the meeting of August 19, 2014, since the overall discussion at the July meeting included direct reference to a current employee. Tonight we are bringing the matter back to Council for consideration as a follow-up to the Closed Session discussion.

I am recommending the City Council adopt a resolution amending the Classification and Compensation Plan by re-establishing the classification of City Engineer and setting a new monthly salary range for the position at \$5,418 - \$7,263.

ATTACHMENTS

1. Resolution.

RESOLUTION NO. 14 -

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANDERSON
AMENDING THE CITY OF ANDERSON
POSITION CLASSIFICATION AND COMPENSATION PLAN**

WHEREAS, Chapter 2.56 of the Anderson Municipal Code establishes a Personnel Merit system for the administration of all personnel matters; and

WHEREAS, said Chapter provides for the periodic review, amendment, and adoption by resolution of changes in the system's Classification and Compensation Plan; and

WHEREAS, the City Manager has reviewed the Plan and has recommended that certain changes be made.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Anderson does hereby amend the management/non-represented Classification and Compensation plan as follows:

1. Re-establish the position classification of City Engineer at a monthly salary range of \$5,418 - \$7,263, and approve the updated position description attached hereto as Exhibit A.
2. This resolution becomes effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Anderson this 2nd day of September, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debe Hopkins, Mayor

ATTEST:

Juanita Barnett, City Clerk

CITY OF ANDERSON

CITY ENGINEER

DEFINITION

Under the general direction of the Public Works Director, the City Engineer manages, plans, designs, organizes, directs, coordinates, and reviews engineering projects, traffic engineering activities, development engineering activities, and water and wastewater engineering activities; performs difficult and highly responsible engineering work of an administrative and technical nature; performs investigations, oversees construction and inspections of public works and facilities; provides various statutory duties; provides professional and technical assistance; manages and supervises staff; and performs related work as required in the office and the field.

EXAMPLES OF DUTIES

- Prepare and review project plans, specifications, reports, and contractual documents, including verifying calculations, reviewing technical reports and analyses, and negotiating contractual documents with contractors and consultants for the construction of street, storm drain, sewer line, water and transportation facilities; Plan and design all phases of civil engineering Public Works construction projects, including defining the scope of the project, securing adequate funding, coordinating with permitting and public utility agencies, performing historical document research and review, engineering analysis of alternatives, preparing plans, specifications and cost estimates, and other related planning and design work;
- Research and review project design requirements;
- Perform complex calculations and prepare estimates of time and material costs; assign routine investigation, design, drafting, and inspection tasks to technical subordinates;
- Review completed work; research publications and industry information sources; develop revised design and construction standards for public works structures and appurtenances as required;
- Prepare and revise plans and specifications for traffic related projects; prepare special studies and reports and coordinate traffic and transportation major projects; investigate field problems affecting property owners, contractors, and maintenance operations;
- Plan, coordinate, and implement a variety of capital improvement project programs in the areas of street reconstruction and rehabilitation, storm drain, water distribution, sewer collection, pump station design, and related infrastructure including serving as the principal engineer for the City's water and wastewater treatment facilities;
- Prepare estimates and feasibility reports; coordinate and participate in the

CITY ENGINEER

review and processing of plans for private developments affecting streets, sewers, drains, and related public works facilities and perform field inspections of such facilities during construction to ensure they meet all City imposed requirements;

- Coordinate public works activities with other City departments, divisions, and sections, and with outside agencies;
- Prepare legal descriptions and maps;
- Participate in the development and implementation of department goals, objectives, policies, procedures, and work standards;
- Supervise, train, and evaluate technical subordinates.

QUALIFICATIONS

Training and Experience - Requires a Bachelor's Degree in Civil Engineering from an accredited college or university, registration as a Professional Civil Engineer, and five years of increasingly responsible professional civil engineering experience with some supervisory background. Municipal experience is highly desirable.

Knowledge of - Principles and practices of engineering as applied to public works or traffic including the design and construction of streets, sidewalks, sewage systems, drainage structures and other public capital projects; applicable to local government agencies; state and federal laws, rules, regulations and procedures; Preparation of plans, project specifications, inspections, legal descriptions, surveys, technical reports and other engineering work; review of plans and inspection of construction in progress for adherence to codes and acceptable engineering standards and related City policies; methods, materials and techniques employed in public works construction; principles of organization, administration, budget, and personnel management.

Ability to - Make complex engineering computations and to check, design, and supervise the preparation of engineering plans and studies; perform field inspections of public works projects under construction; communicate clearly and concisely, orally and in writing; use and care for engineering and drafting instruments and equipment; operate a personal computer using standard or customized software applications appropriate to assigned tasks; prepare comprehensive technical reports; supervise, train, and evaluate the performance of subordinate personnel; communicate clearly and concisely, both orally and in writing; respond to citizen complaints and questions and provide technical information; establish and maintain effective relationships with others.

CITY ENGINEER

SPECIAL REQUIREMENTS

Possession of a valid California Driver License. Possession of a certificate of registration as a Civil Engineer in the State of California.

TOOLS AND EQUIPMENT USED

Office equipment used will include personal computer, printer, scanner, calculator, telephone, copier, and fax machine; may also use specialized equipment such as cameras, plotter, etc. Typical computer software used includes Microsoft Excel, Microsoft Word, ArcGIS, AutoCAD and Microsoft PowerPoint. Small tools used will include hammer, tape measure, survey equipment, markers, nails, traffic cones, shovel, wood stakes, spray paint, etc. Such small tools are typically no more than five pounds each and three to five tools may be carried at a time.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some bending, twisting, stooping, lifting, carrying, pushing and/or pulling objects and material of weight (up to 25 pounds); sitting for extended periods of time at a keyboard or computer workstation; standing, walking various distances; use of hands and fingers to operate a variety of objects, tools, vehicles, and equipment; ability to talk and hear clearly and concisely to communicate with citizens, general public, staff and other managers on a continuous basis. Tasks may occasionally include bending, stooping, climbing, balancing, kneeling, crouching, or crawling, reaching above and below waist height, craning neck, and assisting in moving heavier equipment weighing 30-50 pounds.

VISION: Ability to see in the normal visual range, with or without correction, as set forth by the State of California Department of Motor Vehicles standards for safe vehicle driving. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, the ability to adjust focus, and the ability to distinguish color.

HEARING: Ability to hear in the normal audio range with or without correction. Hearing should be adequate to hear warning devices used for worker safety (i.e. look out alarm devices, including vehicle horns used to warn employees of eminent danger at the work site).

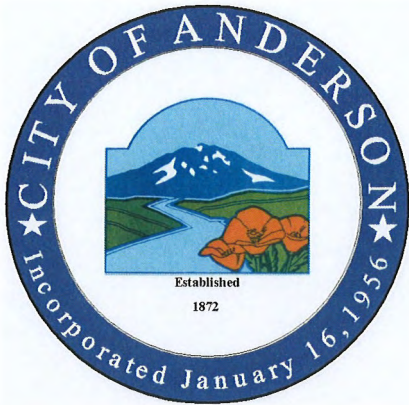
CITY ENGINEER

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in inside environmental conditions. The employee is occasionally exposed to outside weather conditions, and may be exposed to wet, hot, and/or humid conditions, airborne particles, dust, dirt, brush, ticks, mosquitoes, snakes, traffic and paint fumes, unsafe drivers, and various construction walking surfaces. The employee may be required to attend evening meetings and travel, and may be required to work evenings or weekends.


The noise level in the work environment is usually quiet in the office and moderate in the field. The employee is occasionally exposed to noisy conditions due to traffic and/or construction.



AGENDA ITEM

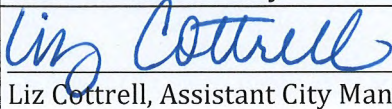
September 2, 2014 City Council Meeting

Approved for Submittal By:



Jeff Kiser, City Manager

To Be Presented By:



Liz Cottrell, Assistant City Manager

To: Honorable Mayor and Members of the Anderson City Council

Through: Jeff Kiser, City Manager

From: Liz Cottrell, Assistant City Manager

Date: September 2, 2014

SUBJECT

Public Hearing - Water and Sewer User Charges

RECOMMENDATION

The Assistant City Manager recommends that the Council;

- 1. Conduct a Public Hearing:**
- 2. Adopt a resolution increasing water consumption charges by 5% effective October 1, 2014 and again by 5% effective October 1, 2015.**
- 3. Adopt a resolution increasing monthly sewer user charges by 5% effective October 1, 2014 and again by 5% effective October 1, 2015.**

FISCAL IMPACT

This action will increase revenues in the water fund by approximately \$45,500 and sewer revenues by \$76,800 in FY 2014-2015 with similar increases in the FY 2015-2016. These revenue projections are estimates as revenues in the Water and Sewer Enterprise Funds are entirely dependent upon consumption.

DISCUSSION and BACKGROUND

Consumers of the City's water and sewer services are charged user fees to pay for the costs of maintaining our water and wastewater systems. Each year staff analyzes the revenues and expenditures in the Water and Sewer Enterprise Funds, comparing the costs of providing the service with revenues received from users. In order to keep up with inflationary costs, the City typically imposes small increases in user fees each year. In 2009, Council, recognizing the effects of the recession and its impact on the citizens of Anderson, elected to forego rate increases to the water and sewer fees. However, the City's costs continue to climb and as such, we are recommending small increases for 2014-2015 and 2015-2016. Water and sewer users have received notification of these proposed increases (Attachment 1) and tonight's public hearing and were given an opportunity to protest the increase.

Water

The City of Anderson last increased rates for water consumption by Resolution No. 12-42 adopted June 20, 2012. Under this resolution, both minimum monthly water charges and water consumption charges were increased by 3% in 2012 and 3% in 2013, depending upon meter size and location.

Unfortunately, continuing increases in operating expenses have made it necessary to once again consider small increases in rates for water consumption. Staff is proposing a modest increase of 5% in 2014 and 5% in 2015. For a typical residential user with a ¾" meter using 1,000 cubic feet a month, the proposed increase would be 56 cents per four week billing cycle, from \$11.15 to \$11.71 effective October 1, 2014, and a proposed increase of 59 cents, from \$11.71 to \$12.30 effective October 1, 2015. See Attachment 2 for more details.

Total anticipated operating revenues and expenses for the fund are as follows:

	2014/2015 Estimated	2015/2016 Proposed
Revenues	\$1,324,135	\$1,387,563
Expenses	\$1,388,959	\$1,444,406

The City of Anderson implements water user rate increases after the peak usage season, generally in the fall. With this in mind staff is recommending the proposed increase be effective October 1, 2014 and October 1, 2015, respectively. The City's approach to user fee increases is to make smaller manageable increases more frequently rather than larger increases less frequently.

The City of Anderson strives to maintain our low water rates. Our water service remains a tremendous value for our residents. Should the Council agree with this recommendation, the resolution shown in Attachment 3 will implement the changes.

Staff would also like to remind our customers the Finance Department is always willing to make arrangements for payment on their water accounts should circumstances arise making full payment difficult.

Sewer

The City Council last increased sewer user charges by Resolution No. 12-43 on June 20, 2012. The Wastewater Fund, similar in nature to the Water Fund, continues to experience increases in operating and capital improvement costs due to increases in power, labor and equipment replacement costs.

As noted above, the City of Anderson believes it is prudent fiscal policy to make small incremental increases to sewer rates rather than larger less frequent increases. The proposed increase is 5% effective October 1, 2014 and 5% effective October 1, 2015. See Attachment 2 for more details.

For a typical residential user consuming 1000 cubic feet of water per month in the winter, the annual sewer user charge would increase by \$12.24 per *year* in 2014, then an additional \$12.84 per *year* in 2015.

The collection and processing of wastewater is highly regulated by the State of California, and every year new state regulations are imposed on the City. These regulations often increase the amount of water quality monitoring, testing and reporting that we must perform, as well as regulate the number and qualifications of staff members. In order to comply with these mandates, costs continue to increase.

Total anticipated operating revenues and expenses for the fund are as follows:

	2014/2015 Estimated	2015/2016 Proposed
Revenues	\$1,621,370	\$1,693,028
Expenses	\$1,595,850	\$1,675,642

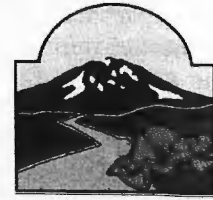
Staff continues to search for opportunities to reduce expenses while still maintaining compliance with state regulations. One of the largest expenses at the treatment plant is electricity to operate the many pumps. Staff continues to explore options for reducing utility expenses.

Should the Council agree with this recommendation, the resolution shown in Attachment 4 will implement the changes.

ATTACHMENTS

1. Rate Increase Notification Letter
2. Current Rate Structure and Proposed Rate Structure
3. Proposed Resolution Amending Water Consumption Charges
4. Proposed Resolution Amending Sewer User Charges

City of Anderson



Summer 2014

CORRECTED NOTICE OF PUBLIC HEARING!

Due to a typographical error in the original notice, the Public Hearing scheduled for July 15, 2014 is being rescheduled for September 2, 2014 so all affected parties receive the correct information.
NOTICE OF PUBLIC HEARING TO INCREASE RATES OF WATER AND SEWER SERVICE FEES

Dear sewer and water customer:

The City of Anderson is committed to providing the highest quality water and sewer utility services at the lowest possible rates for our customers. To meet this commitment, the City continually monitors the cost of providing water and sewer services, including the infrastructure needs, programs, and operations and maintenance costs of the City's water and sewer services. Based on this evaluation, I have determined that rate increases are necessary for the City's water and sewer service fees to enable the City to recover current and projected costs of operations and maintenance, capital infrastructure improvements needed to repair and update the City's aging water and sewer systems, maintain the operational and financial stability of the utilities, and avoid operational deficits and depletion of reserves. We strive to look for ways to reduce costs, thus keeping rates to our users as low as possible. However, our costs to provide you with water and sewer services are increasing and we will no longer be able to provide you with the quality service you have come to expect at our current rates. As a result, I am recommending, and the Anderson City Council will be considering, the adoption of small increases in the City's water and sewer service fees for the next two years. As described below, the City Council will be holding a Public Hearing on September 2, 2014, to consider the proposed rates increases.

Water Service Fees

The City's water service fees are comprised of two components - (1) a fixed monthly charge that is determined on the basis of the size of the meter serving the property; and (2) a monthly commodity charge that is determined on the basis of whether the property receiving the service is located inside or outside of the City's limits. The commodity charge is an additional charge imposed for each additional cubic foot of water consumed in excess of 1,000 cubic feet of water per month. The commodity charge is different for properties located outside of the City limits due to additional costs incurred by the City to serve these properties. For water services, the City is proposing to increase the rates for its water service fees by 5%, effective October 1, 2014, and an additional 5%, effective October 1, 2015. For a typical family that uses less than 1,000 cubic feet of water in four weeks, this would increase your monthly bill by \$0.56 in 2014 and an additional \$0.59 in 2015. The water service charges are structured to proportionately allocate the costs of providing water service on a parcel basis. The current and proposed rates for the City's water service fees are set forth in the table below.

PROPOSED RATES FOR FIXED MONTHLY WATER SERVICE FEES

<u>Meter Size</u>	<u>Current Rates</u>	<u>Proposed Rates Effective 10/1/14</u>	<u>Proposed Rates Effective 10/1/15</u>
3/4" OR 5/8"	\$11.15	\$11.71	\$12.30
1"	13.82	14.51	15.24
1 1/2"	21.95	23.05	24.20
2"	32.82	34.46	36.18
3"	43.69	45.87	48.16
4"	92.63	97.26	102.12
6"	133.80	140.49	147.51
8"	201.26	211.32	222.89

PROPOSED COMMODITY CHARGE (\$/CUBIC FOOT)

<u>Location</u>	<u>Current Rates</u>	<u>Proposed Rates Effective 10/1/14</u>	<u>Proposed Rates Effective 10/1/15</u>
Within City Limits	\$0.01081	\$0.01135	\$0.01192
Outside City Limits	0.01113	0.01169	0.01227

Sewer Service Fees

The City's sewer service fees are comprised of two components: (1) a flat monthly charge (Base Charge); and (2) a flow charge (Additional Charge) imposed for each one hundred cubic foot of water consumed during winter months (November through March). The Additional Charge is determined on the basis of each property owner's water use during the winter months because individual sanitary sewer flows are not metered; winter month's water usage best reflects actual flows into the sanitary sewer system when outdoor water use is least likely to occur. Sewer service charges are proposed to increase 5%, effective October 1, 2014, and an additional 5%, effective October 1, 2015. For a typical family that uses 1,000 cubic feet (CF) of water per month in the winter, the annual sewer service charge would increase by \$12.12 per year in 2014, then an additional \$12.84 per year in 2015. The sewer service charges are structured to proportionately allocate the costs of providing sewer services on a parcel basis. The current and proposed rates for the City's sewer service fees are set forth in the table below.

SEWER SERVICE CHARGES			
<u>Charges</u>	<u>Current Rates</u>	<u>Proposed Rates Effective 10/1/14</u>	<u>Proposed Rates Effective 10/1/15</u>
Base Rate \$/Month	\$20.35	\$21.37	\$22.44
Additional Charge \$/100 cf	1.38	1.45	1.52

Public Hearing

The City Council will hold a **Public Hearing on Tuesday September 2, 2014, at 6:00 p.m.**, or as soon thereafter as the matter may be heard, in the City Council Chambers, which is on the third floor of **City Hall located at 1887 Howard Street, Anderson, CA**, to consider my proposed recommendation for the rate increases to the City's water and sewer service fees. Any property owner of a parcel upon which the water or sewer service fees will be imposed and/or any tenant directly responsible for the payment of water service fees (i.e., a customer of record) may submit a written protest to the proposed increases to the City's water and sewer service fees; provided, however, only one protest will be counted per identified parcel. Any written protest must: (1) state that the identified property owner or customer of record is in opposition to the proposed increases and state the specific rate increases (water or sewer) for which the protest is being submitted; (2) provide the location of the identified parcel (by assessor's parcel number or street address); and (3) include the name and signature of the property owner or customer of record submitting the protest. Written protests may be submitted by mail or in person to the City Clerk Juanita Barnett, or at the Public Hearing (date and time noted above). For your convenience, you may fill out and submit the enclosed protest form and return it to City Clerk Juanita Barnett at the above address. If desired, you can include it when you mail in your next water payment. **Regardless of how the written protest is submitted, it must be received by the City prior to the conclusion of the public comment portion of the Public Hearing** (date and time noted above). Any protest submitted via e-mail or other electronic means will not be accepted. Please identify on the front of the envelope for any written protest, whether mailed or submitted in person to the City Clerk, that the enclosed protest is for the Public Hearing on the Proposed Service Fees.

The City Council will hear and consider all written and oral protests to the proposed rate increases at the Public Hearing. Oral comments at the Public Hearing will not qualify as formal protests unless accompanied by a written protest. Upon the conclusion of the Public Hearing, the City Council will consider adoption of the proposed increase in rates for water and sewer services as noted in this letter. If written protests against the proposed rate increases as outlined above are not presented by a majority of property owners or customers of record, the City Council will be authorized to impose the proposed rates. If adopted, the proposed rates for the water and sewer service fees will be in effect beginning October 1, 2014, and October 1, 2015 and respectively.

If you have any questions about this proposal, I may be reached at (530) 378-6646 during normal business hours. A complete copy of the staff report to the City Council will be available, on our website at www.ci.anderson.ca.us, or obtained in person in the City Clerk's Office at City Hall 72 hours prior to the scheduled Public Hearing.

The City of Anderson is committed to providing quality services at a reasonable cost. The City of Anderson water and sewer rates still remain the lowest when compared to our neighboring cities. We continue to meet the strict State standards for water and environmental quality along with providing excellent customer service.

Sincerely,

Jeff Kiser
City Manager

PROTEST FORM FOR WATER AND SEWER SERVICE FEES

I certify that I am the legal owner of the property receiving City of Anderson sewer and /or water service, and/or am a customer of record. I wish to protest the proposed rate increases for the service(s) my property receives as indicated below:

_____My property receives City of Anderson water services or I am a tenant directly liable for the payment of water service fees, and I protest the proposed water rate increases.

_____My property receives City of Anderson sewer services, and I protest the proposed sewer rate increases.

Print Name

Signature

Property Address

Assessor's Parcel No.

Current and Proposed Water and Sewer Rates

Current Water Rates Effective October 1, 2014

Current Sewer Rates Effective October 1, 2014

Minimum charge for first 1,000 cubic feet of water consumption in a four week billing cycle:

<u>Meter Size</u>	<u>Current Charge</u>	<u>Proposed Minimum Effective 10-1-14</u>	<u>Proposed Minimum Effective 10-1-15</u>
¾" or 5/8"	\$11.15	\$11.71	\$12.30
1"	13.82	14.51	15.24
1 ½"	21.95	23.05	24.20
2"	32.82	34.46	36.18
3"	43.69	45.87	48.16
4"	92.63	97.26	102.12
6"	133.80	140.49	147.51
8"	201.26	211.32	222.89

Additional monthly charge for each additional cubic foot of water consumed over 1,000 cubic feet:

<u>Location</u>	<u>Current Charge</u>	<u>Proposed Rate Effective 10-1-14</u>	<u>Proposed Rate Effective 10-1-15</u>
Within City Limits	\$0.01081	\$0.01135	\$0.01192
Outside City Limits	\$0.01113	\$0.01169	\$0.01227

Sewer User Charges:

	<u>Current Charge</u>	<u>Proposed Rate Effective 10-1-14</u>	<u>Proposed Rate Effective 10-1-15</u>
Base Rate Per Month	\$20.35	\$21.37	\$22.44
Additional Charge Per 100 cubic feet	\$1.38	\$1.45	\$1.52

RESOLUTION NO. 14-**A Resolution of the City Council of the City of Anderson
Establishing Revised Fees For Water Consumption**

WHEREAS, the City Council of the City of Anderson, after reviewing the recent cash position reductions in the Water Enterprise Fund, together with anticipated increases in water operating expenses, including debt service costs, and anticipated costs of both scheduled and unscheduled water line replacement costs, has determined that a water consumption rate adjustment is needed; and

WHEREAS, the City Council of the City of Anderson wishes to establish revised fees for water consumption charges with the adoption of this resolution.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Anderson hereby imposes revised water consumption charges, as provided by the Anderson Municipal Code Section 13.68.010, as described below:

Monthly minimum rate for water consumption

<u>Meter Size</u>	<u>Minimum Monthly Charge Effective October 1, 2014</u>	<u>Minimum Monthly Charge Effective October 1, 2015</u>
¾" or 5/8"	\$11.71	\$12.30
1"	14.51	15.24
1 ½"	23.05	24.20
2"	34.46	36.18
3"	45.87	48.16
4"	97.26	102.12
6"	140.49	147.51
8"	211.32	222.89

Additional charge for each additional cubic foot of water consumed over 1,000 cubic feet

Effective October 1, 2014:	City Charge: \$0.01135	Outside City Charge: \$0.01169
Effective October 1, 2015:	City Charge: \$0.01192	Outside City Charge: \$0.01227

PASSED AND ADOPTED by the City Council of the City of Anderson on this 2nd day of September 2014, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Debe Hopkins, Mayor

ATTEST:

Juanita Barnett, City Clerk

RESOLUTION NO. 14-**A Resolution of the City Council of the City of Anderson
Increasing Sewer User Charges**

WHEREAS, the City Council of the City of Anderson, after reviewing the City's Wastewater Enterprise Fund financial statements and the City's adopted 2014-2015 Wastewater Enterprise Fund budget finds that increases in sewer user charges are needed to provide adequate funding for wastewater collection and treatment services; and

WHEREAS, the City Council of the City of Anderson wishes to establish fees for sewer user charges with the adoption of this resolution.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Anderson hereby imposes sewer user charges, as provided by the Anderson Municipal Code Section 13.76.040(A), as described below:

Effective Date	Fixed Rate per Month	Additional Monthly Charge per 100 Cu. Foot of Water Consumed
October 1, 2014	\$21.37	\$1.45
October 1, 2015	\$22.44	\$1.52

PASSED AND ADOPTED by the City Council of the City of Anderson on this 2nd day of September, 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Debe Hopkins, Mayor

ATTEST:

Juanita Barnett, City Clerk