

CITY COUNCIL / LRA BOARD

Mayor/Chair

Richard D. O'Brien

Council/Authority Members

District 1 - Luis Uribe

District 2 - Rachel Hernandez

Vice Mayor, District 3 - Leanne Jones Cruz

District 4 - Darlene Barber-Martinez



CITY OF RIVERBANK

Regular City Council and Local Redevelopment Authority Board Meetings

Council Chambers, 6707 Third Street,
Suite B
Riverbank, CA 95367



TUESDAY, FEBRUARY 13, 2024 – 6:00 P.M.

(THE AGENDA PACKET IS ONLINE AT [HTTP://WWW.RIVERBANK.ORG/AGENDACENTER](http://www.riverbank.org/agendacenter))

UPDATED ZOOM LINK AS OF 02/13/2024

1. CALL TO ORDER

2. FLAG SALUTE

3. INVOCATION

4. ROLL CALL

5. AGENDA CHANGES

6. CONFLICT OF INTEREST

Any Council/Authority Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

7. PRESENTATIONS (Informational only)

Item 7.1 **Presentation by Dr. Constantino Aguilar, Superintendent of Riverbank Unified School District-** City Council to receive a presentation from Dr. Constantino Aguilar, Superintendent of Riverbank Unified School District.

8. PUBLIC COMMENTS (No action can be taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the City Council/LRA Board. Individual comments will be limited to a **maximum of 3 minutes (or as stated by the presiding Officer)** and time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon.

Refer to the last page of this agenda for the Public Comment Procedures via ZOOM.

9. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council/LRA Board unless requested by an individual Council/Authority Member or member of the public for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by motion of the City Council/LRA Board.

Item 9.1 **Waive Readings.** All Readings of ordinances and resolutions, except by title, are waived.

Item 9.2 **Approval** of the City Council and Local Redevelopment Authority Board Minutes for January 23, 2024.

Item 9.3 **Approval** of the Parks and Recreation Department to Apply for the National Park Service- Rivers, Trails, and Conservation Assistance Program.

Item 9.4 **Authorization** for Out of State Travel Request to have Finance Staff Attend the Caselle Training in Provo, UT.

10. PUBLIC HEARING- No Items Scheduled.

11. NEW BUSINESS

Item 11.1 **A Resolution Establishing a Parks and Recreation Advisory Committee in the City of Riverbank.** - It is recommended that the City Council consider the approval of a Resolution to establish a Parks and Recreation Advisory Committee, along with its by-laws, application process, onboarding process, etc.

Item 11.2 **A Discussion for the Park Space for the Tiny Home Village Located Near the Intersection of Stanislaus Street and Jackson Avenue-** It is recommended that the City Council provide feedback and recommendations to the Parks and Recreation Department on how to proceed with the park design for the proposed Tiny Home Village project located at the intersection of Stanislaus Street and Jackson Ave.

12. COMMENTS/REPORTS

A brief report on notable attendance of a meeting or conference or other notable topics of City business shall be made. The Brown Act does not allow for discussion or action of items by the City Council/LRA Board during this time.

Item 12.1 Staff

Item 12.2 Council/Authority Member

Item 12.3 Mayor/Chair

13. CLOSED SESSION

The public will have a limit of **3 minutes** to comment on Closed Session item(s) as set forth on the agenda prior to the City Council/LRA Board recessing to Closed Session

Item 13.1 **LIABILITY CLAIMS**
(Pursuant to Government Code § 54961)
Claimant: Esther Shafer
Agency Claimed Against: City of Riverbank

14. REPORT FROM CLOSED SESSION

Item 14.1 Report from Closed Session **Item 13.1**
LIABILITY CLAIMS
(Pursuant to Government Code § 54961)
Claimant: Esther Shafer
Agency Claimed Against: City of Riverbank

15. ADJOURNMENT

The Next Regular City Council Meeting will be on:

Tuesday, February 27th, 2024 at Riverbank Community Center, 3600 Santa Fe Street

AFFIDAVIT OF POSTING
I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted at the meeting location, on the North City Hall public exterior bulletin board, South City Hall public exterior Bulletin, Riverbank Community Center exterior bulletin, and the City's website 72 hours prior to the meeting in accordance to the California Ralph M. Brown Act. Posted this 8th Day of February, 2024 <i>/s/ Gabriela Hernandez, City Clerk</i>



ADA COMPLIANCE STATEMENT

In compliance with the Americans with Disabilities Act, and the Governor's Executive Order N-29-20, the City will make every effort to make reasonable modifications or accommodations from individuals with disabilities. Contact the Administration Dept. at (209) 863-7122 or the City Clerk at cityclerk@riverbank.org at least (48) hours prior to the meeting to enable the City to make reasonable arrangements for accessibility.

NOTICE REGARDING NON-ENGLISH SPEAKERS

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Riverbank City Council/LRA Board shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.



TELECONFERENCE/VIRTUAL PLATFORM PUBLIC PARTICIPATION COMMENT PROCEDURES FOR CITY COUNCIL MEETING HELD IN CONFORMANCE WITH THE BROWN ACT

PUBLIC “LIVE” VIEWING

- Government Channels: Charter– 2 and AT&T U-VERSE – 99
- YouTube Live – City of Riverbank
- Via ZOOM Platform (See instructions below)

SUBMITTING PUBLIC COMMENTS FOR THE RECORD

Written comments must be received before 4:00 p.m. on the date of the meeting in order for them to be distributed to the Council prior to consideration of the matter. Written comments will not be read aloud at the meeting, but will be reported as received for the record. If you do not receive an acknowledgement of receipt within an hour of submission or by 5:00 pm, please call the City Clerk’s Office at (209) 863-7198 or the Administration Dept. at (209) 863-7122.

ACCEPTABLE METHODS OF SUBMITTING COMMENTS BEFORE THE 4:00 PM DEADLINE

- **Via Mail Service:** Mail comments to City of Riverbank, Attn. City Clerk, 6707 Third Street, Suite A, Riverbank, CA 95367. (Call 209-863-7198 / 209-863-7122 to ensure they were received.)
- **Via Email:** Mail to cityclerk@riverbank.org *(Note: This technology is not a guaranteed method.)*
 - Indicate Agenda Item # in the **subject line**. (Call 209-863-7198 /209-863-7122 to ensure receipt)
- **Oral Comments In-Person:** The Mayor will ask the public if anyone wishes to comment, at that time you may approach the podium.
- **Oral Comments Via Zoom:** The Mayor will announce when public comments may be made for a limit of 3 minutes on the agenda item being considered, at which time you will:
(please make sure the volume on your video device or any nearby device is turned down.)
 - **Using a computer** – click on the “raise hand” feature in the webinar controls. This will alert staff that you wish to speak, and you will be unmuted.
 - **Using a Phone** – press ***9** to “raise the hand”. This will alert staff that you wish to speak, and you will be unmuted.

Teleconference Phone Number (This system is a backup for ZOOM technical difficulties only when providing oral comments.) If there are technical difficulties or disconnection with ZOOM while making oral comments, please immediately call the **teleconference phone number (209) 863-7151** so that Council may receive your comments. Council will be waiting for your call. Thank you

JOIN THE MEETING VIA ZOOM PLATFORM

Join by this link: <https://us02web.zoom.us/j/88456937875>

Join by accessing website: <https://zoom.us/join>, enter **Webinar ID: 884 5693 7875**

Join by telephone: **1 669 444 9171 OR 1 669 900 9128, plus Webinar ID: 884 5693 7875**

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RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY

AGENDA ITEM NO. 7.1

SECTION 7: PRESENTATIONS

Meeting Date: February 13, 2024

Subject: Presentation by Dr. Constantino Aguilar, Superintendent of Riverbank Unified School District

From: Marisela H. Garcia, City Manager

RECOMMENDATION

City Council to receive a presentation from Dr. Constantino Aguilar, Superintendent of Riverbank Unified School District.

SUMMARY

Dr. Aguilar will be providing an update to the City Council regarding current and upcoming projects of the Riverbank Unified School District. Several current projects include the remodel of Cardozo Middle School, the upcoming Measure N included in the March 2024 Ballot, and the potential for a new bond measure in November.

STRATEGIC PLAN

This item relates to the City Council's Strategic Plan Objective to "Promote regional interaction and coordination with surrounding communities and service providers including schools, economic development interests, transportation, and non-profit agencies.

FINANCIAL IMPACT

There is no financial impact associated with this presentation.

ATTACHMENTS

There are no attachments.

RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY

AGENDA ITEM NO. 9.1

SECTION 9: CONSENT CALENDAR

Meeting Date:	February 13, 2024
Subject:	Waiver of Readings
From:	Marisela H. Garcia, City Manager
Submitted by:	Gabriela Hernandez, City Clerk/LRA Secretary

RECOMMENDATION

It is recommended that the City Council / LRA Board approve the waiver of readings of any proposed ordinances and resolutions for consideration, except by title.

SUMMARY

In lieu of reading the entire text of a proposed ordinance or resolution that is introduced for consideration for adoption and approval, by majority vote, the City Council/LRA Board may waive the reading of the text and introduce the ordinance or resolution by title only for the record.

The full text of the proposed ordinances and resolutions, and any related documents that are part of the agenda packet, are available for review by the public on the City's website and in the City Clerk's office at City Hall (North) upon distribution to a majority of the City Council/LRA Board; typically 72 hours prior to the scheduled date and time of the meeting.

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENTS

There are no attachments to this report.

RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY

AGENDA ITEM NO. 9.2

SECTION 9: CONSENT CALENDAR

Meeting Date:	February 13, 2024
Subject:	Approval of the City Council and Local Redevelopment Authority Board Minutes for January 23, 2024.
From:	Marisela H. Garcia, City Manager
Submitted by:	Gabriela Hernandez, City Clerk/LRA Secretary

RECOMMENDATION

It is recommended that the City Council/ Local Redevelopment Authority Board approve the City Council/LRA Meeting Minutes of January 23, 2024.

SUMMARY

The Draft Minutes of the City Council and the Local Redevelopment Authority Board meeting have been prepared for review and approval.

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENTS

1. January 23, 2024 City Council and Local Redevelopment Authority Board Minutes.

CITY COUNCIL / LRA BOARD

Mayor/Chair
Richard D. O'Brien
Council/Authority Members:
District 1 -Luis Uribe
District 2- Rachel Hernandez
District 3- Leanne Jones Cruz
District 4 -Darlene Barber-Martinez



CITY OF RIVERBANK

**Regular City Council and
Local Redevelopment Authority
Board Meetings**
Council Chambers, 6707 Third St
Suite B
Riverbank, CA 95367



MINUTES

TUESDAY, JANUARY 23, 2024 – 6:00 P.M.

(THE AGENDA PACKET IS ONLINE AT [HTTP://WWW.RIVERBANK.ORG/AGENDACENTER](http://www.riverbank.org/agendacenter))

- 1. CALL TO ORDER** - Mayor / Chair O'Brien called the meeting to order at 6:00P.M.
- 2. FLAG SALUTE** –Mayor / Chair O'Brien led the pledge of allegiance.
- 3. INVOCATION** – Reverend Randy Richardson provided the invocation.
- 4. ROLL CALL** – City Clerk Hernandez conducted Roll Call.

Members of the City Council / Local Redevelopment Authority Board present:

Council Member / Authority Member District 1 Luis Uribe

Council Member/ Authority Member District 2 Rachel Hernandez (ABSENT)

Council Member / Authority Member District 4 Darlene Barber-Martinez

Vice Mayor / Vice Chair District 3 Leanne Jones Cruz

Mayor / Chair Richard D. O'Brien

5. AGENDA CHANGES

No Agenda Changes.

6. CONFLICT OF INTEREST: *Any Council/Authority Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.*

None Declared.

7. PRESENTATIONS (Informational only)

Item 7.1 **Presentation – Introduction of School Resource Deputy, Richard Johnson-** It is recommended that the City Council receive a presentation

from Chief Ridenour on the introduction of our new School Resource Deputy, Richard Johnson.

Chief Ridenour introduced School Resource Deputy Johnson to City Council and Community, and stated this position is with the collaboration of the Riverbank Unified School District, Riverbank Police Services and City Council.

Item 7.2 **Presentation- Parks and Recreation Board** - It is recommended that the City Council receive a presentation from Michael Patton, Parks and Recreation Director.

Director of Parks & Recreation Patton gave a power point presentation on the implementation of a Parks & Recreation Board that includes residents and community members. This board hopes to promote collaboration and involvement between the residents and the Parks & Recreation Department.

8. PUBLIC COMMENTS (No action can be taken)

*At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the City Council/LRA Board. Individual comments will be limited to a **maximum of 3 minutes (or as stated by the presiding Officer)** and time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon.*

Mayor O'Brien Opened Public Comment at 6:16 P.M.

Olivia Arambula, with the Riverbank Chamber of Commerce, commented on the Chambers' Seventieth anniversary of our Chamber of Commerce. It's celebration we're having on February 23rd. It's going to be here in Riverbank at Antigua. We do have tickets available for sale, and they are going live on our website by tomorrow morning, I believe. So more to come on that. But tickets are \$25. We have VIP tables for \$350. We also have sponsorships. We're in very big need of sponsorships. We're trying to make this a big event come out and let's get our Chamber of Commerce growing again. So, we're hoping that everybody from Council will be there. Bring your friends, bring your family. We're looking for sponsorship levels. We have a platinum sponsorship level includes, like a company logo on the event flyer, company logo included on event program, and then has company logo included on the slide show, special name announcement during the event, VIP table for 8. We have a flyer with more details, and then event keepsake. We're hoping that you guys would like to be a platinum sponsor. We would love to have you on our flyers. But that would be just one of the sponsorships. You have a gold sponsorship for \$500 a silver sponsorship for \$250, a bronze for \$150. And I do have information. If you guys or anyone else in the room would like to be a part of that. If you're not a part of the Chamber of Commerce, I do have applications for that as well, and we do need to be strong and grow our business community. And with that we do want to invite everybody to our meetings. They are open. They're at the Riverbank Industrial complex, on Claus Road. We have them every other Tuesday we are fixing it so we make sure that we are having our meetings the same Tuesdays as Council try to keep everything kind of on the same day. Second and fourth week of the month 10 am. At the industrial complex in Riverbank, and then on top of that, too, we were hoping that you guys can add something to our agenda to talk about. You could put this on calendar.

I'm not sure if the February 13th will work or not. But, we're hoping to add to the agenda. The Riverbank Chamber of Commerce would like to go into events and the speculations about the wine festival. We want to get some stuff taken care of there. We want to know the outcome of the meeting with SMA Entertainment that happened. And we want to make sure that we support Riverbank businesses to make sure that they're represented to afford to be attendees at these events representing our town. So, we just want to make sure we are involved.

Councilmember, Rachel Hernandez joined the Dais @ 6:18 P.M.

There being no further public comments, Mayor O'Brien closed the Public Comment period 6:20 P.M.

9. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council/LRA Board unless requested by an individual Council/Authority Member or member of the public for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by motion of the City Council/LRA Board.

Item 9.1 **Waive Readings.** All Readings of ordinances and resolutions, except by title, are waived.

Item 9.2 **Approval** of the City Council and Local Redevelopment Authority Board Minutes for January 9, 2024.

Item 9.3 **Resolutions 2024-002 & 2024-003** to Consider Approval of the River's Edge - South and River's Edge- North as Phased Maps One and Two to Approved Vesting Tentative Map 02-2023 located at 6612 and 6472 Central Avenue (APN's 062-020-018 and 062-020-031) for the River's Edge Subdivision and McRoy Wilbur Communities, Inc.

Item 9.4 **Second Reading by Title Only** and Introduction of an **Ordinance 2024-002**, Amending Title III: Administration, Chapter 30: City Council, Section 30.02: Compensation, of the City of Riverbank Municipal Code

There being no public comments, Mayor O'Brien brought the item back to City Council.

ACTION: *By motion moved and seconded (Uribe / Barber-Martinez 5/0) to approve the **consent calendar** as presented.*

*Motion carried by unanimous City Council and LRA Board roll call vote:
AYES: Uribe, Hernandez, Jones Cruz, Barber-Martinez, and Mayor O'Brien
NAYS: None / ABSENT: None / ABSTAINED: None*

10. PUBLIC HEARINGS

No Items Scheduled.

11. NEW BUSINESS

Item 11.1 **A Resolution Appropriating Funds for the 2023 Cheese & Wine Festival and Discussion for the 2024 Cheese and Wine Festival.** - It is recommended that the City Council consider the approval of a Resolution to appropriate funds for the 2023 Cheese & Wine Festival. It is also recommended that the City Council provide feedback and recommendations to the Parks and Recreation department on how to proceed for the event in 2024

Director Parks & Recreation Patton, gave a comprehensive staff report and power point presentation a review of the 2023 Cheese & Wine Festival and recommendations and feedback moving forward with the 2024 Festival.

City Council discussed item with staff.

Olivia Arambulo, with Timeless Real Estate and Chamber of Commerce commented on the application fees for the last year 2023 were \$500 for a 10 x 20 retails boost space and \$325 for a 10x10 retail boost space. For 2022 the price was \$275, and in 2021 it was \$100.

Terry Spezzano, Riverbank Resident I think we've kind of struggled with this event. I obviously was out of town last year, but I heard the rumors, and I wanted to acknowledge what Mayor O'Brien said. I think what we have lost that community spirit with it, where we're bringing in kids, that we had. We had one year where they brought in Lego, and it was a lot of fun. And honestly, the only adult thing is the wine tasting kids like cheese, contrary to popular belief. I think a one-day event would be great. I also love the idea of you bringing it in-house and that brings us, even cost wise, if you do that, even if it's like it was last year. I was looking at those numbers. Your cost is in hiring crazy people to run it. Sorry for the crazy people, but last year they weren't any good, and the year before they weren't any good. And they don't even know the laws. But we don't have, and we have council here. He can. I mean he probably is, knows, too. And so, if you're hiring people and spending that kind of money, I don't understand what the vetting process was. And by bringing it in house with someone who obviously has served or done these types of events. You're not only saving money, you're also doing the right thing. So, I 100% think we should do one day, maybe 2 days, but when at least one day and give the people that you trust to run your city a chance.

Randy Richardson, Riverbank Resident, the thing that I got out of this discussion and the information is that we really need to do is spend some time paying attention to the businesses that are in Riverbank. I don't know what has happened, but since I've been coming to the council meetings taking Charles place, it just seems to be a disconnect between the city and the businesses. And I'm not saying that is a negative thing in a sense that its anybody's follow up, But I just really feel like if we're going to do an event, a Wine and Cheese Festival. If we researched in the past, I believe that you will find that businesses in Riverbank during those times, we're being acknowledged and celebrated a little bit more that feeling like they're being stepped on like they are now.

Arlene Figueroa, Riverbank Resident, I've been a part of the Cheese and Wines Festival for close to 20 years now. I would like to see a scaled down to one day, so that we can really concentrate on doing our best. I want to say the last 2 to 3 years, its been going down and down, last year was the worst. And I think we can all agree on that. I would like also, for there to be more of a concentration on the children, more family oriented why? The adults have their wine tasting to go in and everything. The children are bored and not being able to play and have a good time. I would like to see some education about how cheese is made. We don't have that. WE don't have enough tasting of different types of cheeses or even food that is made out of cheese other than maybe a cheeseburger. So, I would like to see that we do our due diligence and try to get some of our local vendors do those things, or have the cheese companies, maybe donate and stuff like that. Even when it comes to the wine, I know at this last year. I don't know where that wine came from, but I believe a lot if it came from some Amazon company's something. It was purchased from all over the place. It was not local. The biggest local wine we had was Gallo. And that was disappointing, because I know we can do better.

There being no public comments, Mayor O'Brien brought the item back to City Council.

ACTION: By motion moved and seconded (Uribe /Hernandez 5/0) to approve **Resolution 2024-004** to appropriate funds for the 2023 Cheese & Wine Festival.

*Motion carried by unanimous City Council and LRA Board roll call vote:
AYES: Uribe, Hernandez, Jones Cruz, Barber-Martinez, Mayor O'Brien
NAYS: None / ABSENT: None / ABSTAINED: None*

DIRECTION: City Council provided feedback to move forward with the 2024 Cheese & Wine Festival, in-house coordinated, scaled down 1-day event, with lower vendor fees discounted to Riverbank residents, family and children oriented and education.

12. COMMENTS/REPORTS

A brief report on notable attendance of a meeting or conference or other notable topics of City business shall be made. The Brown Act does not allow for discussion or action of items by the City Council/LRA Board during this time.

Item 12.1 Staff

City Manager Garcia reported on the following:

- *Sand and sand bags are available at our public works corporation yard. It is self-serve. But we can help out if there is and elderly individual that may need assistance.*
- *Tickets are currently available for our parks and recreation "My Little One and Me" Valentine Dinner Dance, happening on Saturday, February 17th. You can get yours tickets online in our recreation page, or here in office.*

- *Riverbank Historical Society will be holding the grand unveiling of their mural, on Saturday February 3rd from 1:00pm to 4:00pm. For those that have not seen the mural it is located here in downtown at the south end of the former Bordona bank building.*
- *This Thursday, the city will be participating in the Annual Homeless Point In Time (PIT) Count. The Count provides Stanislaus County with data that is reported to the Department of Housing and Urban Development, and aids in the allocation of funds to help end homelessness. It is a very important event.*
- *Thank you to the volunteers who have already committed to assisting us that day. We will be holding a breakfast for our unhoused residents that day at Scout Hall, starting at 8:00am. We will also have some treats available at our Day Use Facility for our residents who happen to attend there and the Stanislaus County CARE Team will actually be coming to count along the river. We hope this year, we get the best indication of what our numbers really truly are here in Riverbank. Prior years we've been steady at 18, when we know, and Seth, who is working at our day use facility, knows that we are probably around 30 to 35.*
- *We will have a team that is actually going out through the city just in case there's somebody that we don't happen to capture at those 3 locations.*
- *This afternoon the city did receive notification from the County Register of Voters that the Urban Growth Initiative has failed to gather the necessary amount of signatures needed to qualify for the November Ballot.*
- *The Finance Department has published the fiscal year 2023-2024 Budget book via our new software provider, Cleargov. The budget book is accessible via the Finance Department website. It is very interactive, so feel free to go look around.*

Item 12.2 Council/Authority Member

Councilmember Hernandez reported on the following:

- *The Sister City Committee is always welcoming new members. We are going to be doing some fundraising starting with a raffle that's being led by our committee, we are selling opportunity tickets for that raffle. We are also doing a dunk tank for the Founder's Day Carnival, which we are very excited about. Hopefully, the Mayor will participate, and you will be able to help us fundraise.*

Councilmember Uribe reported on the following:

- *It will be \$10 dollars to dunk the Mayor, so keep that on your calendars.*
- *As part of the alliance of Elected officials, we had a lengthy discussion with Senator Ashby, we talked about the RHNA numbers, loss of redevelopment, some legislation she'd like to see. We also talked housing topics, redevelopment ghost housing.*
- *Attended first Revenue & Taxation subcommittee on the 18th, talked about the priorities for the 2024 dove deep into the state budget. Some legislation in the works. One that I'm watching closely Prop 41 amendment, is on the table. Which kind of addresses the shoplifting of the \$950 and a lot of retail issues.*
- *It is election year so we dove deep into some propositions. AC113, the business roundtable taxpayer protection and government Accountability Act has some legal*

issues. They're going to be addressing that in March, in the Supreme Court, so I'll be keeping an eye on that.

Councilmember Barber-Martinez reported on the following:

- There is a Neighborhood Mini Grant Program that offers \$50 to \$250 to residents of Stanislaus County that wish to organize neighborhood gatherings or block parties, and the purpose is to help people in your neighborhood connect, have interactions and to create safer communities.*
- Attended the League of California Cities Public Safety Policy Committee and we will be working on safeguarding local revenues and bolstering local economic development, strengthening climate change, resiliency and disaster and preparedness, improve public safety in California communities which includes taking a deep look at prop 47 and also fentanyl crisis, expanding investments to prevent and reduce homelessness, increase the supply of affordable housing.*
- Attended the Ad Hoc Bridge Committee meeting and the bridge housing is a way to address the challenges of homelessness through community accountability, sheltering, housing and program services.*
- Central Valley Community Resources is going to have their 7th annual crabby love affair, which is a crab annual fundraiser for our at risk, young adults, ages 18 to 21, and that is on February 10th at the Community center right here in Riverbank,*
- I want to leave you with Martin Luther King quote, because his birthday was this year, and everybody was celebrating, and I and I hope that everyone got a chance to get out and do something of service and check in on your neighbors, and just, you know, feel good about helping somebody." life's most persistent and urgent question is, what are you doing for others?" And when I think about the unhoused residents that are in our in our area, our city that are cold and they're out in the rain. I'm very grateful that we have opened our day use facility, and we expect to open our Sierra house very soon. So, thank you to the council and staff for making that happen.*
- we still need blankets and clothing and snacks, and you can donate that to the day use program. Thank you.*

Vice Mayor Jones Cruz reported on the following:

- Nothing to Report.*

Item 12.3 Mayor/Chair

Mayor O'Brien reported on the following:

- The comment that you heard about the initiative failing, one thing, we will do as a city, still be very respectful of the agricultural requirements in our area around Riverbank, but still balance it with the need for providing housing of all, its pricing, So, as we go forward, we're going to be very mindful of it.*
- Looking forward to our year end information from each of the departments.*
- The Financial review is scheduled for the second meeting in February.*
- The Financial Forecast is a Riverbank initiative that started in 2013 that the League thought was a good idea, and they have that now.*

- *Sierra House funds, we need funding that is going to through our community inputs or fundraising, all of these Love Riverbank Fundraiser, Sister City Fundraiser, CVRC Crab Feed Fundraiser, we have to spread it out, you only have one bank of people and you're asking to contribute to 8 different things in a six-week period. Let's start spreading it out to all the good people in Riverbank.*
- *Thank you to Chief Ridenour and Police Services for their efforts in the Retail shoplifting efforts, we appreciate that.*

13. CLOSED SESSION

The public will have a limit of **3 minutes** to comment on Closed Session item(s) as set forth on the agenda prior to the City Council/LRA Board recessing to Closed Session.

No Items Scheduled.

14. ADJOURNMENT OF THE REGULAR MEETING

There being no further business, Mayor / Chair O'Brien adjourned the regular meeting at 7:28 P.M. to the next regular scheduled City Council / LRA Meeting of February 13, 2024 at 6:00 P.M.

ATTEST: (Adopted 02/13/2024)

APPROVED:

Gabriela Hernandez
City Clerk / LRA Recorder

Richard D. O'Brien
Mayor/ Chair

RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY

AGENDA ITEM NO. 9.3

SECTION 9: CONSENT CALENDAR

Meeting Date: February 13, 2024

Subject: Approval of the Parks and Recreation Department to Apply for the National Park Service- Rivers, Trails, and Conservation Assistance Program

From: Marisela H. Garcia, City Manager

Submitted by: Michael Patton, Parks and Recreation Director

RECOMMENDATION

It is recommended that the City Council consider the approval and commitment to the Parks and Recreation Department to apply to the National Park Service- Rivers, Trails, and Conservation Assistance Program to receive assistance to update the Master Plan for Jacob Myers Park.

SUMMARY

The Parks and Recreation Department is making plans to begin updating and creating Master Plans for all 16 parks within the city's park system including Jacob Myers Park. With Jacob Myers Park being by far the largest park in the system, the department is seeking additional assistance for the plan update.

The National Park Service (NPS) offers a program called the Rivers, Trails, and Conservation Assistance Program in which NPS becomes a partner by providing professional services to help organizations achieve their conservation and outdoor recreation visions. In initial discussions with NPS, they have contracts with professional landscape architects that will provide their services and expertise in the update of a master plan at Jacob Myers Park.

To apply for the program, the Parks and Recreation Department needs to submit an application by March 1st. A part of the application requires commitment letters from the applying organization demonstrating their commitment to the project.

BACKGROUND

One of the goals that the new Parks and Recreation Director would like to accomplish in the Year 2024 is establishing updated or new master plans for all 16 parks within Riverbank. In reviewing parks that have master plans, Jacob Myers Park is in need of an update with the most recent update occurring in 2003.

With an anticipated large amount of interest for this plan update, the Parks and Recreation Department sought after organizations and groups that could assist with this plan update. The department learned about the National Park Service (NPS) providing a program that provides technical assistance in the planning of project related to outdoor recreation. One of the items that NPS assists with is updating master plans. The department contacted NPS and held a conversation about the scope of the project and how the program can be of benefit for the city.

To apply for the program, applications are due March 1st, 2024. In order to apply, the city needs to provide a letter of commitment stating that the city is committed to updating the master plan for the Jacob Myers Park and would provide resources to ensure the project is completed.

STRATEGIC PLAN

According to the city's plan for improving public services and facilities, there's a commitment to create a detailed blueprint for parks, including standards, designs, land needs, locations, planning processes, and funding. The city's overall plan for parks and recreation emphasizes the importance of expanding Jacob Myers Park and its potential to spur economic growth. Updating a specialized plan for Jacob Myers Park will help develop a comprehensive, community-centered strategy.

FINANCIAL IMPACT

To participate in the program, there are no expenses that the city would incur. The program is essentially a technical assistance grant in which the National Park Service provides their expertise, contracts, services, and connections at no cost to the city.

ATTACHMENTS

- 1.) City of Riverbank Commitment Letter



CITY OF RIVERBANK

OFFICE OF THE MAYOR

6707 Third Street, Riverbank, CA 95367
Phone: (209) 863-7122 – Fax: (209) 869-7100

February 13, 2024

Dear National Park Service:

The City of Riverbank is writing to express our enthusiastic commitment to participating in the National Park Service - Rivers, Trails, and Conservation Assistance Program. The City of Riverbank is dedicated to the proposed project of updating the Jacob Myers Park Master Plan and recognizes the immense value that this program and partnership with the National Park Service will bring to our community.

Our city acknowledges the importance of preserving and enhancing our natural resources and recreational areas. Through collaboration with the National Park Service, we believe we can achieve significant progress in achieving our conservation goals and providing better outdoor recreational opportunities for our residents and visitors. The proposed project aligns perfectly with our city's vision for sustainable development and environmental stewardship. We are eager to leverage the expertise and resources of the National Park Service to ensure the success of this endeavor.

In joining forces with the National Park Service - Rivers, Trails, and Conservation Assistance Program, we anticipate not only the successful implementation of our project but also the establishment of a lasting partnership that will benefit our community for years to come.

Thank you for considering our commitment to this program. We look forward to the opportunity to work closely with the National Park Service and contribute to the preservation and enhancement of our natural heritage.

Sincerely,

Richard O'Brien
Mayor, City of Riverbank

RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY

AGENDA ITEM NO. 9.4

SECTION 9: CONSENT CALENDAR

Meeting Date: February 13, 2024

Subject: Authorization for Out of State Travel Request to have Finance Staff Attend the Caselle Training in Provo, UT

From: Marisela H. Garcia, City Manager

Submitted by: Jennifer Corgiat, Assistant Finance Director

RECOMMENDATION

It is recommended that the City Council consider providing authorization for an out-of-state travel request for Bianca Enriquez, Accountant, to attend Caselle training in Provo, UT April 9th – 11th, 2024.

SUMMARY

Caselle is the City's accounting software that is utilized for financial statements, accounts payable, payroll, utility billing, business license, and miscellaneous accounts receivables. This is a free replacement training for new hires and is intended to allow new users the ability to learn best practices and is a cost-effective way to maximize work performance. The benefit of this free training is that it offers a focused three days on general ledger applications, payroll applications, and utility billing and cash receipting applications that all fall under the job duties of the accountant position.

BACKGROUND

This training is valuable for members of the finance team, in past years other team members have attended the annual conference, that takes place in October. This will be the first time for this staff member to attend Caselle training.

STRATEGIC PLAN

Participation in this user conference will help support the Strategic Plan goals of:

1. Achieve and Maintain Financial Stability and Sustainability

2. Attract, Develop, and Retain Quality Staff

FINANCIAL IMPACT

The approximate costs are \$1,500 which includes hotel accommodations, airfare, and per diem. With the approved 23-24 Budget there is sufficient funding in account 101-403.000-706-037.

ATTACHMENTS

There are no attachments to this report.

RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY

AGENDA ITEM NO. 11.1

SECTION 11: NEW BUSINESS

Meeting Date: February 13, 2024

Subject: A Resolution Establishing a Parks and Recreation Advisory Committee in the City of Riverbank.

From: Marisela H. Garcia, City Manager

Submitted by: Michael Patton, Parks and Recreation Director

RECOMMENDATION

It is recommended that the City Council consider the approval of a Resolution to establish a Parks and Recreation Advisory Committee, along with its by-laws, application process, onboarding process, etc.

SUMMARY

The Parks and Recreation Department is interested in forming a Parks and Recreation Advisory Committee in the City of Riverbank. The creation of the advisory committee would comply with § 32.01 of the City of Riverbank Code of Ordinances of General Provisions of City Boards, Commissions, and Committees.

The purpose of having this committee would be to advise the Parks and Recreation Department and the city over related matters from the resident's perspective. The committee would engage in the planning, community outreach, and policy recommendations while being governed by by-laws adopted and approved by the city council.

Having this type of committee could be advantageous to the Parks and Recreation Department and the city as it would enhance community input, add diverse skill sets to the department, promote transparency, create collaboration mediums between local government and residents, and build advocacy for parks and recreation to secure funding and establish policies.

With the formation of the committee, the Parks and Recreation Director has created a set of by-laws to assist the committee in its operations, the application process for residents

to express interest to apply for the committee, and an onboarding process to train and educate the committee.

BACKGROUND

On the January 23rd, 2024 City Council Meeting, the Parks and Recreation Director presented the idea of the city to create a Parks and Recreation Advisory Committee. The purpose of the committee would be to serve the Parks and Recreation Department and the city in decisions related to parks and recreation.

After the presentation, the city council provided their input and ideas on how they envision the advisory committee would act, function, and operate. At that time, the council was in consensus of the support of such an advisory committee to be organized.

FINANCIAL IMPACT

The creation of a Parks and Recreation Advisory Committee will not have a financial impact on the city.

STRATEGIC PLAN

The item directly addresses the city-adopted Parks and Recreation Master Plan to “Engage volunteers in the delivery of programs and services to build advocacy and support for the park and recreation systems.” The creation of a Parks and Recreation Advisory Committee for the city will provide an opportunity for residents to be involved with the municipality and contribute to the formation of parks and recreation in Riverbank.

ATTACHMENTS

- 1.) Resolution 2024-XXX
 - a.) Exhibit A- Proposed By-Laws for the Parks and Recreation Advisory Committee
 - b.) Exhibit B- Proposed Application Process for the Parks and Recreation Advisory Committee
 - c.) Exhibit C- Proposed Onboarding Process for new committee member of the Parks and Recreation Advisory Committee

CITY OF RIVERBANK

RESOLUTION 2024-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERBANK TO
AUTHORIZE THE CREATION OF A PARKS AND RECREATION ADVISORY
COMMITTEE**

**THE CITY OF RIVERBANK CITY COUNCIL (HEREAFTER REFERRED TO AS
THE “CITY COUNCIL”) DOES HEREBY RESOLVE THAT:**

WHEREAS, The City of Riverbank recognizes the importance of providing recreational opportunities and maintaining public parks for the health, well-being, and enjoyment of its residents; and,

WHEREAS, the establishment of a Parks and Recreation Advisory Committee will facilitate community involvement, collaboration, and decision-making in matters pertaining to parks and recreational activities within the city; and,

WHEREAS, the City Council of Riverbank desires to create a dedicated body to advise on matters related to parks and recreation, ensuring the efficient and effective management of public resources in this regard.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Riverbank as follows:

Section 1: Establishment: There is hereby a Parks and Recreation Advisory Committee for the City of Riverbank (hereinafter referred to as the ‘Committee’).

Section 2: Purpose: The purpose of the Committee shall be to advise the Parks and Recreation Department and the City Council on matters pertaining to the parks and recreation facilities, programs, events, and activities within the city.

Section 3: Composition: a) The Committee shall consist of five (5) members appointed by the City Council, b) members shall be residents of the City of Riverbank, a qualified registered elector of the city, and shall serve without compensation, c) members shall be appointed for staggered terms of three (3) years each, with initial appointments staggered to ensure continuity, and d) the City Council may remove any member of the Committee for cause at any time.

Section 4: Duties and Responsibilities: The duties and responsibilities of the Committee shall include, but are not limited to: a) advising the Parks and Recreation Department and City Council on matters relating to the development, improvement, and maintenance of parks and recreational facilities, programs, events, and activities, b) reviewing and recommending policies, programs, and initiatives aimed at enhancing

recreational opportunities for all residents. c) providing input on budgetary matters related to parks and recreation, d) collaborating with community organizations, agencies, and stakeholders to promote recreational activities and community engagement, e) conducting public outreach and soliciting feedback from residents on parks and recreation-related issues.

Section 5: Meetings: a) The Committee shall meet regularly, at least once per month, or more frequently as determined by the Chairperson or requested by the City Council, b) Meetings shall be open to the public, and agendas shall be provided in accordance with applicable laws and regulations, c) a majority of appointed members shall constitute a quorum for the transaction of business, d) Meetings shall be conducted in accordance with Ralph M. Brown Act.

Section 6: Implementation: The City of Riverbank staff is hereby directed to take all necessary actions to implement the provisions of this Resolution, including but not limited to, the recruitment and appointment of Committee members and coordination of Committee activities.

Section 7: Effective Date: This Resolution shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED by the City Council of the City of Riverbank at a regular meeting held on the 13th day of February, 2024; motioned by Councilmember _____, seconded by Councilmember _____, and upon roll call was carried by the following City Council vote of _____:

AYES:

NAYS:

ABSENT:

ABSTAINED:

ATTEST:

APPROVED:

Gabriela Hernandez
City Clerk

Richard D. O'Brien
Mayor

Attachments:

Exhibit A Proposed By-Laws for the Parks and Recreation Advisory Committee

Exhibit B: Proposed Application Process for the Parks and Recreation Advisory Committee

Exhibit C: Proposed Onboarding Process for new committee members of the Parks and Recreation Advisory Committee

**CITY OF RIVERBANK
PARKS AND RECREATION ADVISORY COMMITTEE BYLAWS**

GENERAL

1.1 Name: The name of this organization shall be the Parks and Recreation Advisory Committee (PRAC).

1.2 Purpose: The PRAC is established to advise and provide recommendations to the parks and recreation department and city council on matters pertaining to the development, maintenance, and improvement of parks and recreational facilities, programs, events, and activities, as delegated by the City Council in accordance with § 32.01(A) of the Riverbank municipal code. Other purposes include providing recommendations of policies and budget related to parks and recreation in the City of Riverbank.

1.3 Authority: The PRAC operates under the authority granted by the City Council of Riverbank, as specified in § 32.01(A) of the municipal code.

1.4 Meetings: The PRAC shall hold regular meetings monthly or as often as necessary. Additional meetings may be called by the Chairperson or upon request of three (3) members in accordance with § 32.07 of the Riverbank municipal code.

MEMBERSHIP

2.1 Composition: The PRAC shall consist of five (5) members appointed by the Mayor, with the approval of the City Council of Riverbank, in accordance with § 32.02(A) of the municipal code.

2.2 Qualifications: Members shall be residents of Riverbank and qualified registered electors of the city, as outlined in § 32.02(A) of the municipal code. Elected officials of the city or City of Riverbank employees shall not be voting members of the PRAC. Under special circumstances, as deemed necessary, an owner of a business located within city limits may serve as a member of the PRAC. In no event shall less than a majority of the PRAC be made up of qualified registered electors of the city.

2.3 Diversity: Efforts shall be made to ensure diversity in the composition of the PRAC, including but not limited to geographic representation based on the City of Riverbank's District Map, age, gender, and expertise in relevant fields, as per § 32.02(A) of the Riverbank municipal code.

2.4 Compensation: Members of the committee shall serve without compensation.

APPOINTMENTS

3.1 Appointment Process: Members shall be appointed for staggered terms by the Mayor, with the approval of the City Council, as specified in § 32.03(A) of the municipal code. To establish staggered terms of office for the initial committee, one member shall be appointed for a term of one year, two (2) members of the committee shall be appointed for terms of two (2) years and two (2) members shall be appointed for terms of three (3) years.

3.2 Removal: Members may be removed from office at any time, with or without cause, by a majority vote of the City Council, as per § 32.02(B) of the municipal code.

TERM OF OFFICE

4.1 Term Length: The term of office for PRAC members shall be three (3) years, in accordance with § 32.04 of the Riverbank municipal code.

VACANCY

5.1 Vacancies: Vacancies shall be filled as outlined in § 32.05 of the Riverbank municipal code. Scheduled vacancies shall be filled through a recruitment process conducted within 20 days after the vacancy occurs, while unscheduled vacancies shall be filled by the Mayor, with the approval of the City Council, or through a recruitment process if no alternate member exists.

RULES AND PROCEDURES

6.1 Chairperson: The PRAC shall elect a Chairperson and Vice-Chairperson from among its members to serve for a term of one (1) year, as outlined in its bylaws adopted by City Council resolution in accordance with § 32.07 of the Riverbank municipal code.

6.2 Quorum: A quorum shall consist of three (3) members of the total membership, in compliance with § 32.07 of the municipal code.

6.3 Decision-Making: Decisions shall be made by a majority vote of members present and voting, except where otherwise specified by the PRAC's adopted bylaws, which must comply with the Riverbank municipal code.

MEETINGS

7.1 Notice: Notice of regular meetings shall be provided to members at least three (3) days in advance. Notice of special meetings shall be provided to members at least three (3) days in advance, except in cases of emergency.

7.2 Agenda: An agenda shall be prepared and distributed to members prior to each meeting. Members may request items to be included on the agenda.

7.3 Ralph M. Brown Act: Regular or special meeting proceedings shall comply with the Ralph M. Brown Act.

STAFF SUPPORT

8.1 Staff Support: Staff support services shall be provided by the Parks and Recreation Director or his or her designee. The Parks and Recreation Director shall act as secretary to the PRAC. The City Clerk or designated city staff may serve as recorder of the proceedings.

CONFLICT OF INTEREST

9.1 Disclosure: Members shall disclose any potential conflicts of interest relating to matters under consideration by the PRAC.

9.2: Recusal: Members with a conflict of interest shall recuse themselves from discussion and voting on the relevant matter.

DISSOLUTION

10.1 Dissolution: The PRAC may be dissolved by City Council resolution in accordance with § 32.08 of the Riverbank municipal code.

10.2 Disposition of Assets: In the event of dissolution, any remaining assets shall be transferred as specified by City Council resolution, consistent with applicable statutes and ordinances.

These by-laws are hereby adopted by the Riverbank City Council on [insert date of adoption]. Amendments to these by-laws may be made by a majority vote of the members present and voting at a city council regular meeting, provided that notice of the proposed amendment(s) has been given in compliance with the City of Riverbank municipal code.

**CITY OF RIVERBANK
PARKS AND RECREATION ADVISORY COMMITTEE (PRAC) APPLICATION FORM**

Introduction:

The Parks and Recreation Advisory Committee (PRAC) plays a vital role in advising the City of Riverbank on matters related to the development, maintenance, and enhancement of parks and recreational facilities, programs, events, and activities within the community. PRAC members contribute their time, expertise, and passion for parks and recreation to help shape policies, programs, and initiatives that promote outdoor recreation, community engagement, and quality of life for residents. Serving on the PRAC requires a commitment to attending regular meetings, actively participating in discussions, and collaborating with fellow committee members to achieve common goals for the benefit of our city.

Personal Information:

Full Name:

Date of Birth:

Address:

City:

State:

Zip Code:

Email Address:

Phone Number:

Residency Information:

Are you a resident of the City of Riverbank? (Yes/No)

If yes, how long have you been a resident?

What district is your address located in? (Refer to District Map)

Qualifications and Experience:

Please provide a brief summary of your relevant qualifications, experience, and skills related to parks and recreation:

Interest in Serving on the PRAC:

Why are you interested in serving on the Parks and Recreation Advisory Committee? Please describe your motivation and any specific goals or ideas you have for improving parks and recreational facilities in the City of Riverbank:

Availability:

Are you able to commit to attending PRAC meetings regularly, typically held once per month?
(Yes/No)

If no, please explain any potential conflicts or scheduling constraints:

References:

Please provide the names and contact information of two references who can speak to your character, work ethic, and suitability for serving on the PRAC:

1. Name:

Email:

Phone Number:

2. Name:

Email:

Phone Number:

Additional Information:

Is there any additional information you would like to provide to support your application?

Declaration:

I hereby declare that all information provided in this application is true and accurate to the best of my knowledge. I understand that any false statements or omissions may disqualify me from consideration for appointment to the Parks and Recreation Advisory Committee.

Applicant's Signature: _____

Date: _____

Submission Instructions:

Please submit your completed application form along with any supporting documents or materials to the City Clerk's Office by **[insert deadline]**. Applications can be submitted electronically via email to cityclerk@riverbank.org or in person at City Hall, located at 6707 3rd Street, Suite A, Riverbank, CA 95367. If you have any questions or require assistance, please contact the City Clerk's Office at 209-869-7122 or cityclerk@riverbank.org.

Thank you for your interest in serving on the Parks and Recreation Advisory Committee and contributing to the enhancement of parks and recreational opportunities in the City of Riverbank.

CIUDAD DE RIVERBANK
FORMULARIO DE SOLICITUD PARA EL COMITÉ ASESOR DE PARQUES Y RECREACIÓN
(PRAC)

Introducción:

El Comité Asesor de Parques y Recreación (PRAC) desempeña un papel vital al asesorar a la Ciudad de Riverbank en asuntos relacionados con el desarrollo, mantenimiento y mejora de parques e instalaciones recreativas, programas, eventos y actividades dentro de la comunidad. Los miembros del PRAC contribuyen con su tiempo, experiencia y pasión por los parques y la recreación para ayudar a dar forma a políticas, programas e iniciativas que promuevan la recreación al aire libre, la participación comunitaria y la calidad de vida de los residentes. Servir en el PRAC requiere un compromiso de asistir a reuniones regulares, participar activamente en discusiones y colaborar con otros miembros del comité para lograr objetivos comunes en beneficio de nuestra ciudad.

Información Personal:

Nombre Completo:
Fecha de Nacimiento:
Dirección:
Ciudad:
Estado:
Código Postal:
Correo Electrónico:
Número de Teléfono:

Información de Residencia:

¿Es usted residente de la Ciudad de Riverbank? (Sí/No)
Si la respuesta es sí, ¿cuánto tiempo ha sido residente?
¿En qué distrito se encuentra su dirección? (Consulte el Mapa de Distritos)

Calificaciones y Experiencia:

Proporcione un breve resumen de sus calificaciones, experiencia y habilidades relevantes relacionadas con parques y recreación:

Interés en Servir en el PRAC:

¿Por qué está interesado en servir en el Comité Asesor de Parques y Recreación? Por favor, describa su motivación y cualquier objetivo o idea específica que tenga para mejorar los parques e instalaciones recreativas en la Ciudad de Riverbank:

Disponibilidad:

¿Puede comprometerse a asistir regularmente a las reuniones del PRAC, que generalmente se llevan a cabo una vez al mes? (Sí/No)

Si la respuesta es no, explique cualquier conflicto potencial o restricciones de programación:

Referencias:

Proporcione los nombres y la información de contacto de dos referencias que puedan hablar sobre su carácter, ética de trabajo y idoneidad para servir en el PRAC:

1. Nombre:

Correo Electrónico:

Número de Teléfono:

2. Nombre:

Correo Electrónico:

Número de Teléfono:

Información Adicional:

¿Hay alguna información adicional que le gustaría proporcionar para respaldar su solicitud?

Declaración:

Por la presente declaro que toda la información proporcionada en esta solicitud es verdadera y precisa según mi leal saber y entender. Entiendo que cualquier declaración falsa u omisión puede descalificarme de ser considerado para el nombramiento en el Comité Asesor de Parques y Recreación.

Firma del Solicitante: _____

Fecha: _____

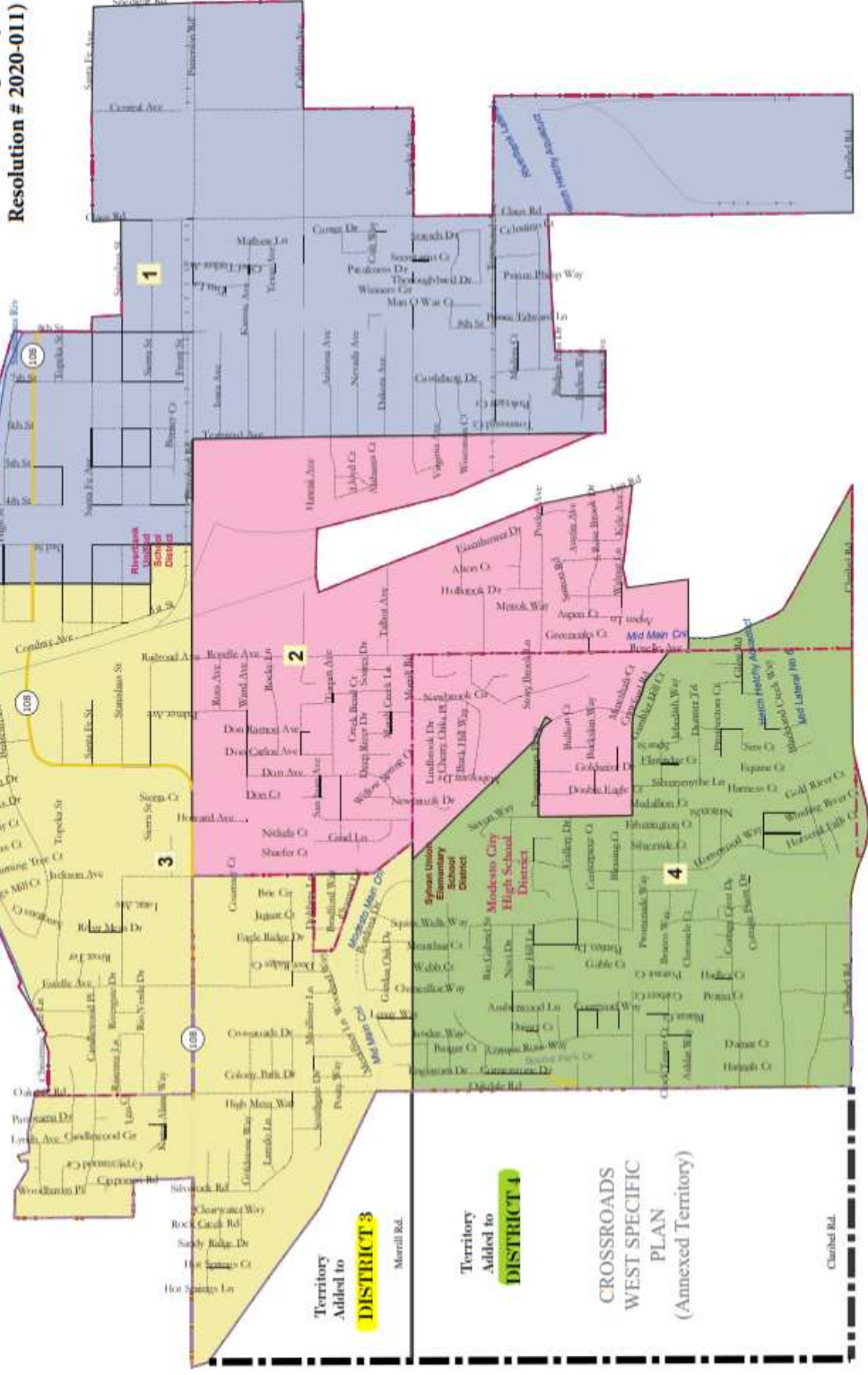
Instrucciones de Envío:

Por favor, envíe su formulario de solicitud completo junto con cualquier documento o material de respaldo a la Oficina del Secretario Municipal antes del **[insertar fecha límite]**. Las solicitudes pueden enviarse electrónicamente por correo electrónico a cityclerk@riverbank.org o en persona en el Ayuntamiento, ubicado en 6707 3rd Street, Suite A, Riverbank, CA 95367. Si tiene alguna pregunta o necesita ayuda, comuníquese con la Oficina del Secretaria Municipal al 209-869-7122 o cityclerk@riverbank.org.

Gracias por su interés en servir en el Comité Asesor de Parques y Recreación y contribuir a la mejora de los parques y oportunidades recreativas en la Ciudad de Riverbank.

City of Riverbank

2015 Districting (Amended Map G by Resolution # 2020-011)



Parks and Recreation Advisory Committee (PRAC) Onboarding Document

Welcome to the Parks and Recreation Advisory Committee (PRAC)! We are thrilled to have you join our team of dedicated individuals committed to enhancing parks and recreational opportunities in the City of Riverbank. This onboarding document is designed to provide you with essential information to help you integrate smoothly into your role and make valuable contributions to our committee.

Introduction to PRAC:

The Parks and Recreation Advisory Committee (PRAC) is a vital advisory body responsible for providing guidance and recommendations to the City of Riverbank on matters related to parks and recreational facilities, programs, events, and activities within our community. As a PRAC member, you play a crucial role in shaping policies, initiatives, and decisions that directly impact the quality of life for our residents.

Key Responsibilities:

1. **Attend Meetings:** PRAC typically holds meetings once per month. Your regular attendance and active participation in these meetings are essential to contributing effectively to the committee's discussions and decision-making processes.
2. **Review Materials:** Prior to each meeting, you will receive agendas, minutes, and any relevant documents. Please review these materials thoroughly to prepare for discussions and provide informed input.
3. **Advise and Recommend:** Utilize your expertise, insights, and community perspectives to advise on park development, maintenance, programming, and other related matters. Your recommendations will help guide the City in making informed decisions.
4. **Engage with Community:** Act as a liaison between the PRAC and the community, gathering feedback, suggestions, and concerns from residents regarding parks and recreational activities. Your role involves advocating for the community's needs and interests.

Committee Structure:

The PRAC is composed of five (5) members, including representatives from various backgrounds and areas of expertise. The committee operates under established bylaws and guidelines, emphasizing collaboration, transparency, and accountability in all endeavors.

Resources and Support:

1. **City Liaison:** You will have access to a designated city staff liaison who will provide support, answer questions, and facilitate communication between the committee and city administration.

2. Training and Development: Opportunities for training, workshops, and educational sessions may be available to enhance your understanding of parks and recreation management, community engagement, and relevant policies.

3. Documentation: All pertinent documents, including meeting agendas, minutes, and reference materials, will be accessible to you for reference and review.

Code of Conduct:

As a PRAC member, you are expected to adhere to a code of conduct that promotes professionalism, respect, and integrity. This includes maintaining confidentiality when necessary, treating fellow members and community members with courtesy and respect, and upholding the highest ethical standards in all interactions.

Next Steps:

1. Orientation Meeting: We will schedule an orientation meeting to further acquaint you with PRAC's mission, objectives, and current projects. This will also be an opportunity to address any questions or concerns you may have.

2. Introduction to Procedures: Familiarize yourself with PRAC's meeting procedures, protocols, and guidelines to ensure effective participation and contribution.

3. Engagement Plan: Consider how you can actively engage with the community and contribute meaningfully to PRAC's initiatives. Your input and involvement are invaluable to our success.

Welcome once again to the Parks and Recreation Advisory Committee! We look forward to working together to make a positive impact on our community's parks and recreational experiences.

If you have any immediate questions or require further assistance, please do not hesitate to reach out to Michael Patton at 209-869-7101

Best regards,

Michael Patton
City of Riverbank Parks and Recreation Director

RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY

AGENDA ITEM NO. 11.2

SECTION 11: NEW BUSINESS

Meeting Date: February 13, 2024

Subject: A Discussion for the Park Space for the Tiny Home Village Located Near the Intersection of Stanislaus Street and Jackson Avenue

From: Marisela H. Garcia, City Manager

Submitted by: Michael Patton, Parks and Recreation Director

RECOMMENDATION

It is recommended that the City Council provide feedback and recommendations to the Parks and Recreation Department on how to proceed with the park design for the proposed Tiny Home Village project located at the intersection of Stanislaus Street and Jackson Ave.

SUMMARY

The City of Riverbank has received preliminary designs for the Tiny Home Village located near the intersection of Stanislaus Street and Jackson Avenue. As a part of the preliminary design, a pocket park was incorporated with the estimated size of 0.12 acres. If the preliminary plans for the park space moves forward with its current design, the park would become the city's smallest park and would not have sufficient space to serve the intended purpose of those that live in the Tiny Home Village and surrounding neighborhoods. Different proposals and ideas have been discussed between the parks and recreation department, the designer of the space, and the planning division. After discussions, the parks and recreation department are prepared to provide three different recommendations to the city council to provide feedback and direction. The three recommendations are: 1) Continue with the proposed plan of the park space being 0.12 acres which will be inadequate to meet the city's needs. 2) Increase the park size which will better meet the city's needs, but will decrease the number of tiny homes constructed. 3) Eliminate the park feature which will have the developer pay the city park in-lieu fees for future development and create more space to construct additional tiny homes.

BACKGROUND

On June 26th, 2023, the City of Riverbank released a Request for Proposal (RFP) for developers to develop a tiny home village located near the intersection of Stanislaus Street and Jackson Avenue. The purpose of the RFP is to fulfill a part of the City of Riverbank's Strategic Plan to partner with non-profit partners to develop programs/solutions for homeless services. With that in mind, the City Council created a vision that homeless residents have access to a full-service program. The city bought two parcels to create transitional housing with the idea of creating more housing options for those experiencing homelessness. As a part of the RFP, "the City Council feels that it is important to incorporate an open space/ park area that will help to provide recreation opportunity for all residents in the neighborhood as there are no parks in that area. This park should be open to the public." The total property consists of an estimated 2.08 acres. In discussion about potential designs of how the 2.08 acres will be developed, a preliminary plan was submitted to the city for review. The draft of the plans consists of 24 homes, a supportive service building, community garden, dog park, a common area, and parking. The proposal also consists of a park that is planned to be 0.12 acres and have a playground, BBQ, shade structure, and restroom facility. Discussions about the park space have been made with the designer and the parks and recreation department. The parks and recreation department has thought of different options to best use and is seeking input and a recommendation from council on how to move forward.

FINANCIAL IMPACT

The City Council providing guidance on one of the three recommendations provided by the parks and recreation department can have different financial impacts on the city. If the city elects to continue with proposed park space size of 0.12 acres, the department would add a new park to its system which would require staff time and resources to ensure the park is functional, operational, and safe. With this space being the only park in the area, wear and tear of park amenities could increase due to its condensed space and limited amenities. If the City Council elects to increase the park space, the parks and recreation department would still need to add this to their park schedule. However, with a larger space to better accommodate the intended audience, the usage of park amenities will be more diverse and less draining on the equipment. This will however decrease the total number of transitional homes built, which could have a financial impact on the city addressing homeless programs. The last option would eliminate the construction of park space and would provide park in-lieu fees from the developer to the city. This would also postpone adding a new park to the department's schedule to check, maintain and care for. However, this would also postpone putting in a park in the neighborhood. This could have a future cost to the city to acquire new property in the area to develop future park space.

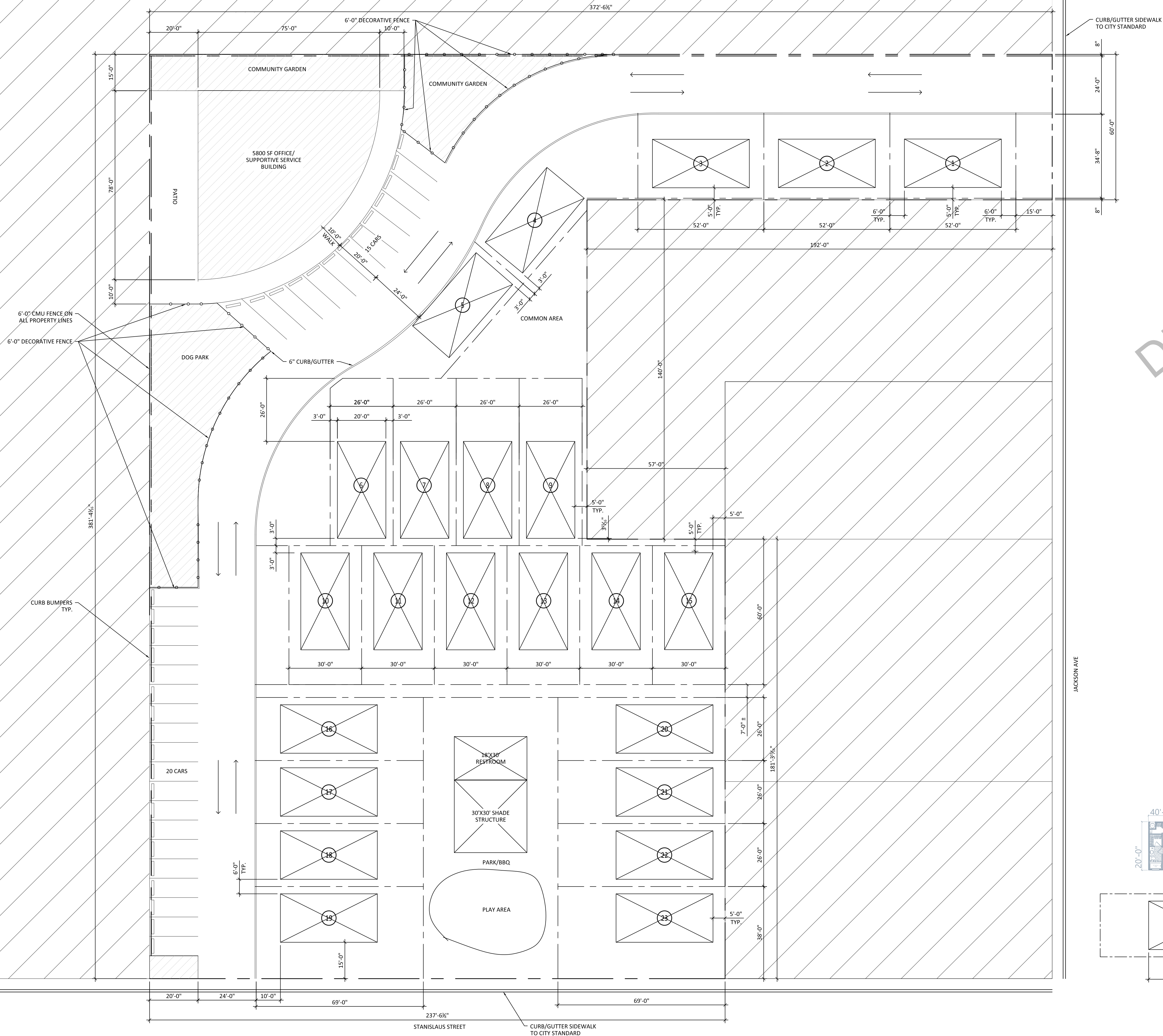
STRATEGIC PLAN

According to the City's General Plan under Land Use, a goal is established to provide "full range of public services and facilities for all areas of the community." A policy for this goal states, "approved projects, plans, and subdivisions in new growth areas will set aside, in areas convenient and safe for all travel modes, adequate land for parks and schools; or in-lieu of parkland and school property dedication, approved projects, plans, and subdivisions in new growth areas will participate in joint funding and siting of such facilities." With the development of new housing, adequate land for parks to meet the needs and demands of those in the surrounding neighborhoods should be included.

The General Plan also states a policy to "develop a diversified park system in a variety of scales and environments to meet existing and future needs." The policy states multiple times that a minimum of 1.5 acres per 1,000 residents should be created. With the proposed park being 0.12 acres, the space would only be able to accommodate a total of 80 residents. A park of this size would be adequate to serve those only living in the Tiny Home Village. With the city wanting the park to serve more residents outside of the Tiny Home Village, the proposed space would be too small and limited to serve that purpose.

ATTACHMENTS

- 1.) Tiny Home Village Plan Draft



DRAFT

