CITY OF EUREKA CALIFORNIA

AGENDA SUMMARY CITY COUNCIL

TITLE: Bill No. 1064-C.S., Administrative Citations Ordinance Update – Introduction

DEPARTMENT: City Attorney, Community Services, Finance, and Police

PREPARED BY: Deputy City Attorney Gregory Holtz

PRESENTED FOR

☒ Action ☐ Information only ☐ Discussion

RECOMMENDATION

Waive full reading, read by title only, and introduce an Ordinance amending Title I, Chapter 10, Sections 10.35 through 10.56, and removing Sections 10.57 through 10.59 of the Eureka Municipal Code to update administrative citation and review procedures and revise collection methods for delinquent administrative fines.

FISCAL IMPACT

☐ No Fiscal Impact ☒ Included in Budget ☐ Additional Appropriation

COUNCIL GOALS/STRATEGIC VISION

N/A

DISCUSSION

The proposed ordinance updates the administrative citation provisions of Title I, Chapter 10 of the Eureka Municipal Code. It replaces the existing administrative hearing process in Sections 10.35 through 10.56 with a more informal administrative review conference process. The City previously adopted separate administrative hearing procedures, and the proposed revisions distinguish the initial conference process from a subsequent administrative appeal.

Under the proposed ordinance, the City Manager or their designee may conduct administrative review conferences to facilitate early, cost-effective resolution of administrative citations and exclusion (stay-away) orders. A further appeal to an administrative hearing officer is available. These revisions are intended to clarify review procedures and provide appropriate procedural protections.

The bill also removes Sections 10.57 through 10.59, which address property liens for delinquent administrative citation debt. In place of these lien procedures, the ordinance authorizes referral of eligible delinquent administrative citation debt for collection through the Franchise Tax Board's Interagency Intercept Collection Program, including offsets against qualifying state payments such as tax refunds and lottery winnings.

As directed by Council on November 17, 2026, this bill makes receipt of means-tested public benefits, such as Medi-Cal or CalFresh, presumptive eligibility for a hardship waiver. A hardship waiver allows a person to challenge an administrative citation without first paying the fine.