

# City of Woodland

City Hall  
Council Chambers  
300 First Street  
Woodland, CA 95695



## Regular Meeting Minutes

**Tuesday, October 16, 2018**

6:00 PM

**City Council**

## **CLOSED SESSION**

**5:30 PM**

### **A. CALL TO ORDER**

### **B. CLOSED SESSION**

#### **1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Pursuant to Government Code Section 54956.9(d)(1)

Name of case: *Idle Wheel MHP LLC v. City of Woodland et. al*, Yolo County  
Superior Court Case No. PT16-201

## **JOINT REGULAR MEETING CITY COUNCIL/WOODLAND FINANCE AUTHORITY**

**6:00 PM**

### **C. CALL TO ORDER**

Meeting called to order at 06:10 PM

### **D. ROLL CALL**

Council Members Present: Bajasas, Davies, Fernandez, Rodriguez and Stallard

### **E. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by Jim Smith.

### **F. COMMUNICATIONS - PUBLIC COMMENT**

*This is an opportunity for the public to speak to the Council on any item other than those listed for public hearing on this agenda. Speakers are requested to use the microphone in front of the Council and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.*

### **G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS**

*This is an opportunity for the Council Members and Staff to make comments and announcements, to express concerns, or to request Council's consideration of any items a Council Member would like to have discussed at a future Council meeting.*

**Verbal updates provided by Council Members/Staff.**

#### **2. Long Range Calendar**

Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

### **H. PRESENTATIONS**

3. Proclamation declaring October 21-27, 2018 as National Friends of Libraries Week

Staff recommends that the City Council adopt a Proclamation declaring October 21-27, 2018 as National Friends of Libraries Week, in the City of Woodland.

**Council Member Barajas presented proclamation to Martha Scott.**

4. Proclamation Honoring William Hubert Jr.

Staff recommends that the City Council adopt a Proclamation Honoring William Hubert Jr. for his 22 years of continuous employment at Orchard Supply Hardware Store.

**Council Member Stallard made a few remarks regarding William Hubert Jr, as he was not in attendance at the meeting.**

5. Proclamation to Commemorate World War I Armistice and Parade

Staff recommends that the City Council adopt a Proclamation commemorating the end of World War I, honoring and remembering those who served, and recognizing the efforts of Fred Bailard and the Yolo County Historical Society's efforts to hold a World War I parade on November 10, 2018.

**Council Member Davies presented Fred Bailard with proclamation.**

6. Manufacturing Awareness and Appreciation Month

Staff recommends that the City Council adopt a proclamation recognizing October 2018 as Manufacturing Awareness and Appreciation Month in the City of Woodland, California.

**Mayor Fernandez presented Tim Gerlinger with Gerlinger Steel and Dean Peckham, Executive Director of the Sacramento Valley Manufacturing Initiative with proclamation.**

7. Resolution Declaring the Week of October 20-26, 2018 Flood Preparedness Week

Staff recommends that the City Council adopt Resolution No. \_\_\_\_\_, declaring the week of October 20-26, 2018 as Flood Preparedness Week

**Adopted Resolution No. 7159, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND DECLARING THE WEEK OF OCTOBER 20-26, 2018 TO BE CALIFORNIA FLOOD PREPAREDNESS WEEK.**

**On a motion by Council Member Stallard, seconded by Council Member Barajas and carried unanimously, Council Members adopted Proclamation Items No. 3 through 7.**

**Ayes: Barajas, Davies, Fernandez, Rodriguez and Stallard**

**Noes: None**

**Absent: None**

## **I. CONSENT CALENDAR**

8. Community Services Department Quarterly Status Report for the period of July through September 2018

Staff recommends that the City Council receive the Community Services Department quarterly Status Report.

**Received the Community Services Department Quarterly Status Report.**

9. Final Acceptance and Notice of Completion for West Street Transmission Main Project (Phase One), CIP 17-08.

Staff recommends that the City Council adopt Resolution No. \_\_\_\_\_, accepting the West Street Transmission Main Project (Phase One), CIP 17-08, construction contract as complete and authorize the City Clerk to file a Notice of Completion.

**Adopted Resolution No. 7160, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT THE WEST STREET TRANSMISSION MAIN PROJECT (PHASE ONE), CIP 17-08 CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION.**

10. Receive a Project Update on the Woodland Community and Senior Center HVAC project and Authorize Carryover of \$201,836 of Fiscal Year 2017/18 Unencumbered Budget Appropriation to Fiscal Year 2018/19

Staff recommends that the City Council adopt Resolution No. \_\_\_\_\_, authorizing the carryover of unencumbered appropriations from Fiscal Year 2017/18 to Fiscal Year 2018/19 totaling \$201,836 to the Facilities Replacement Fund for the Woodland Community and Senior Center HVAC project.

11. Authorize the Sole-Source Purchase of Ultraviolet (UV) Lamps and the Associated Parts for Effluent Disinfection Purposes at the Water Pollution Control Facility

Staff recommends that the City Council approve Resolution No. \_\_\_\_\_, authorizing the sole-source purchase of UV lamps and other system parts from DC Frost Associates, Inc. with an amount not-to-exceed \$214,000.

**Adopted Resolution No. 7162, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING AND APPROVING THE CITY MANAGER'S DETERMINATION THAT THE SOLE-SOURCE PURCHASE OF ULTRA VIOLET LAMPS FROM DC FROST ASSOCIATES, INC., IN AN AMOUNT NOT-TO-EXCEED \$214,000.00, IS IN THE CITY'S BEST INTERESTS, AND APPROVING THE AWARD OF A CONTRACT TO DC FROST ASSOCIATES, INC., FOR THE SAME.**

12. Authorize the Lease Purchase of a Replacement Hybrid Aerial Truck for Electrical Maintenance

Staff recommends that the City Council adopt Resolution No. \_\_\_\_\_, authorizing the lease purchase of a replacement Hybrid Aerial Truck through National Cooperative Leasing (NCL) for a total amount of \$228,389.90 over a 10-year term.

**Adopted Resolution No. 7163, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE LEASE PURCHASE OF A REPLACEMENT HYBRID AERIAL TRUCK.**

13. Adopt Ordinance Relating to the Composition of the Parks and Recreation Commission and the terms of members relating to Parks and Recreation Commission, Traffic Safety Commission, Commission on Aging and Personnel Board

Staff recommends that the City Council adopt Ordinance No. 1639 amending certain sections related to composition and terms of members of various Boards and Commissions.

**Adopted Ordinance No. 1639, AN ORDINANCE OF THE CITY OF WOODLAND AMENDING SECTION 2-7-25 RELATING TO COMPOSITION OF PARKS AND RECREATION COMMISSION, AMENDING SECTION 2-7-27 RELATING TO TERMS OF MEMBERS OF PARKS AND RECREATION COMMISSION, AMENDING SECTION 2-7-42 RELATING TO TERMS OF MEMBERS OF TRAFFIC SAFETY COMMISSION, AMENDING SECTION 2-7-84 RELATING TO TERMS OF MEMBERS OF COMMISSION ON AGING, AND AMENDING SECTION 16A-1-3 RELATING TO PERSONNEL BOARD TERMS.**

On a motion by Council Member Barajas, seconded by Council Member Stallard and carried unanimously, Council Members approved Consent Calendar Item No. 8 through 13.

**Ayes:** Barajas, Davies, Fernandez, Rodriguez and Stallard

**Noes:** None

**Absent:** None

**Item No. 8 - Council Member Stallard indicated that there was an error on the staff report, but that it was sufficient as written.**

**Item No. 12 - Council Member Davies would like to receive this report with gender identification in the area of competitive sports.**

## **J. PUBLIC HEARINGS**

14. PUBLIC HEARING - OPEN AND CONTINUE - Technology Fee for Digitized Documents

THIS ITEM WILL BE OPENED AND CONTINUED TO A DATE UNCERTAIN.

**This public hearing was opened and continued to a date uncertain.**

15. ProTerp Manufacturing, LLC, a Request to Approve a Conditional Use Permit for a Commercial Cannabis Manufacturing Facility: A proposed Conditional Use Permit for a Commercial Cannabis Manufacturing facility located at 1230 Harter Avenue, Suite F: PLNG 18-00039

Staff recommends that the City Council:

1. Receive a staff report; and
2. Conduct a public hearing; and
3. Find that the project is exempt from further environmental review pursuant to Class 1 and Class 32 Categorical Exemptions under the California Environmental Quality Act (CEQA) and find that the Exemptions reflect the independent judgement of the City as lead agency under CEQA; and
4. Adopt City Council Resolution No. \_\_\_\_\_, approving a Conditional Use Permit for commercial cannabis manufacturing at 1230 Harter Avenue, Suite F, conditioned upon approval of an appropriate Cannabis Business Permit and recommended conditions of approval; and
5. Adopt City Council Resolution No. \_\_\_\_\_, authorizing the City Manager, pursuant to Section 13A-3-04(9) to approve a final Operating Agreement for a commercial cannabis manufacturing business at 1230 Harter Avenue, Suite F.

**On a motion by Council Member Davies, seconded by Council Member Rodriguez and carried on a 3-0-2 vote, Council Members adopted Resolution No. 7164, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONDITIONAL USE PERMIT FOR A CANNABIS MANUFACTURING BUSINESS LOCATED AT 1230 HARTER AVENUE, SUITE F.**

**Ayes: Davies, Fernandez and Rodriguez**

**Noes: None**

**Abstain: Barajas and Stallard**

**On a motion by Council Member Davies, seconded by Council Member Rodriguez and carried on a 3-0-2 vote, Council Members adopted Resolution No. 7165, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN OPERATING AGREEMENT WITH PROTERP MANUFACTURING, LLC FOR A CANNABIS MANUFACTURING BUSINESS LOCATED AT 1230 HARTER AVENUE, SUITE F.**

**Ayes: Davies, Fernandez and Rodriguez**

**Noes: None**

**Abstain: Barajas and Stallard**

16. Epic Bros Enterprises, Inc. a Request to Approve A Conditional Use Permit for a Commercial Cannabis Distribution Facility: A proposed Conditional Use Permit for a Commercial Cannabis Distribution facility located at 1230 Harter Avenue, Suite J: PLNG 18-00069

Staff recommends that the City Council:

1. Receive a staff report; and
2. Conduct a public hearing; and
3. Find that the project is exempt from further environmental review pursuant to Class 1 and Class 32 Categorical Exemptions under the California Environmental Quality Act (CEQA) and find that the Exemptions reflect the independent judgement of the City as lead agency under CEQA; and
4. Adopt Resolution No. \_\_\_\_\_, approving a Conditional Use Permit for commercial cannabis distribution at 1230 Harter Avenue, Suite J, conditioned upon approval of an appropriate Cannabis Business Permit and recommended conditions of approval; and
5. Adopt Resolution No. \_\_\_\_\_, authorizing the City Manager, pursuant to Section 13A-3-04(9) to approve a final Operating Agreement for a commercial cannabis distribution business at 1230 Harter Avenue, Suite J.

**On a motion by Council Member Davies, seconded by Council Member Rodriguez and carried on a 3-0-2 vote, Council Members adopted Resolution No. 7166, A  
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A  
CONDITIONAL USE PERMIT FOR A CANNABIS DISTRIBUTION BUSINESS LOCATED  
AT 1230 HARTER AVENUE, SUITE J.**

**Ayes: Davies, Fernandez and Rodriguez**

**Noes: None**

**Abstain: Barajas and Stallard**

17. Tanforan Ventures, LLC., a request for a Conditional Use Permit for a Commercial Cannabis Manufacturing, Distribution, and Testing Laboratory Facility: A proposed Conditional Use Permit for a Commercial Cannabis Manufacturing, Distribution, and Testing Laboratory Facility located at 1460 Tanforan Avenue, PLNG 18-00027

Staff recommends that the City Council:

1. Receive a staff report; and
2. Conduct a public hearing; and
3. Find that the project is exempt from further environmental review pursuant to Class 1 and Class 32 Categorical Exemptions under the California Environmental Quality Act (CEQA) and find that the Exemptions reflect the independent judgement of the City as lead agency under CEQA; and
4. Adopt Resolution No. \_\_\_\_\_, approving a Conditional Use Permit for commercial cannabis manufacturing, distribution, and testing businesses at 1460 Tanforan Avenue, conditioned upon approval of an appropriate Cannabis Business Permit and recommended conditions of approval; and
5. Adopt Resolution No. \_\_\_\_\_, authorizing the City Manager, pursuant to Section 13A-3-04(9) to approve a final Operating Agreement for a commercial cannabis manufacturing, distribution and testing business at 1460 Tanforan Avenue.

**On a motion by Council Member Rodriguez, seconded by Council Member Davies and carried on a 4-0-1 vote, Council Members adopted Resolution No. 7167, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONDITIONAL USE PERMIT FOR CANNABIS DISTRIBUTION, MANUFACTURING AND TESTING BUSINESSES LOCATED AT 1460 TANFORAN AVENUE.**

**Ayes: Barajas, Davies, Fernandez and Rodriguez  
Noes: None  
Abstain: Stallard**

**On a motion by Council Member Davies, seconded by Council Member Rodriguez and carried on a 4-0-1 vote, Council Members adopted Resolution No. 7168, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN OPERATING AGREEMENT WITH HIGH FIVE SOLUTIONS, INC., FOR A CANNABIS MANUFACTURING BUSINESS LOCATED AT 1460 TANFORAN AVENUE, SUITE A.**

**Ayes: Barajas, Davies, Fernandez and Rodriguez  
Noes: None  
Abstain: Stallard**

**On a motion by Council Member Davies, seconded by Council Member Rodriguez and carried on a 4-0-1 vote, Council Members adopted Resolution No. 7169, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN OPERATING AGREEMENT WITH**

## **K. REPORTS OF THE CITY MANAGER**

### **18. Lower Cache Creek Feasibility Study Update**

Staff recommends that the City Council receive an informational report on the status of the Army Corps of Engineers' Lower Cache Creek Feasibility Study and ongoing efforts to advance projects to provide 200-year flood protection to the City of Woodland.

**Received informational report on the status of the Army Corps of Engineers' Lower Cache Creek Feasibility Study and ongoing efforts to advance projects to provide 200-year flood protection to the City of Woodland.**

### **19. Lower Cache Creek Flood Feasibility Study, CIP 09-15; Approve Contract Amendment with Larsen Wurzel Associates for Consulting Services**

Staff recommends that the City Council adopt Resolution No. \_\_\_\_\_, authorizing the City Manager to execute Amendment #4 to the consultant services agreement with Larsen Wurzel & Associates, Inc. (LWA) for the Lower Cache Creek Feasibility Study, CIP 09-15, for an additional amount up to \$86,600.

**On a motion by Council Member Tom Stallard, seconded by Council Member Skip Davies and carried unanimously, Council Members adopted Resolution No. 7170, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH LARSEN WURZEL & ASSOCIATES FOR ENGINEERING CONSULTING SERVICES.**

**Ayes: Barajas, Davies, Fernandez, Rodriguez and Stallard**

**Noes: None**

### **20. Fiscal Year 2018/19 Quarterly Budget Update**

Staff recommends that the City Council receive an informational report representing the FY2018/19 First Quarter Budget Update.

**This item was moved to the November 6, 2018 Council meeting.**

## **L. ADJOURN**

**Meeting adjourned at 9:27 PM in memory of Clifford Dachtler and former Assemblymember Tom Hannigan.**

**Respectfully submitted,**



**Ana B. Gonzalez, City Clerk**

**Adopted by Council: November 6, 2018**