

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, December 18, 2018

6:00 PM

City Council

CITY COUNCIL

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

A. CALL TO ORDER

Meeting called to order at 6:00 PM.

B. ROLL CALL

Council Members Present: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Absent: None

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Rosie Ledesma.

D. 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.

None.

E. 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.

1. SUBJECT: Long Range Calendar

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

F. MINUTES

2. SUBJECT: City Council Meeting Minutes of November 6, 2018 and November 20, 2018

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of November 6, 2018 and November 20, 2018.

Council Member Stallard asked that the November 6, 2018 Council minutes be corrected to reflect his appointment of Dotty Pritchard to the Community Service Awards Nominating Committee. On a motion by Council Member Stallard, seconded by Council Member Barajas and carried unanimously, Council Members adopted the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of November 6, 2018 and November 20, 2018.

G. PRESENTATIONS

3. SUBJECT: Proclamation recognizing Woodland United Way on its 50th Anniversary

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation recognizing Woodland United Way on its 50th Anniversary.

Mayor Rodriguez presented a proclamation to Lori Ross, Executive Director of United Way and staff members.

4. SUBJECT: Proclamation recognizing Elks Lodge 1299

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation recognizing the Elks Lodge 1299.

Council Member Fernandez presented a proclamation to Elk Lodge Members.

H. CONSENT CALENDAR

5. SUBJECT: Quarterly Treasurer's Investment Report for the quarter ended September 30, 2018

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the quarterly Treasurer's Investment Report for the quarter ended September 30, 2018.

Accepted the quarterly Treasurer's Investment Report for the quarter ended September 30, 2018.

6. SUBJECT: Public Works Quarterly Status Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Public Works Quarterly Status Report for the period of September through November 2018.

Accepted the Public Works Quarterly Status Report for the period of September through November 2018.

7. SUBJECT: Interstate 5/County Road 102 Interchange Landscaping Project, CIP 11-24; Approve Plans and Specifications, and Authorize Bid Advertisement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications for the Interstate 5/County Road 102 Interchange Landscaping Project, CIP 11-24, and authorizing bid advertisement.

Adopted RESOLUTION NO. 7190, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE PLANS AND SPECIFICATIONS, AND AUTHORIZE BID ADVERTISEMENT FOR THE INTERSTATE 5/COUNTY ROAD 102 INTERCHANGE LANDSCAPING PROJECT, CIP 11-24.

8. SUBJECT: Annual Measure J Report for Fiscal Year Ending June 30, 2018

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Annual Measure J Report for Fiscal Year ending June 30, 2018 and direct staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

Approved the Annual Measure J Report for Fiscal Year ending June 30, 2018 and directed staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

9. SUBJECT: Annual Measure E Report for Fiscal Year Ending June 30, 2018

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Annual Measure E Report for Fiscal Year ending June 30, 2018 and direct staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

Approved the Annual Measure E Report for Fiscal Year ending June 30, 2018 and directed staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

10. SUBJECT: Waste Management Annual Rate Adjustment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council: 1) receive the Waste Management 2019 rate adjustment information, 2) accept it as complete and adequate, and 3) deem the proposed 2019 rate adjustments and addition approved.

Received the Waste Management 2019 rate adjustment information, accepted it as complete and adequate and deemed the proposed 2019 rate adjustments and addition approved.

11. SUBJECT: Contract Amendment – FY2018/19 Tree Pruning and Maintenance Services

RECOMMENDED FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute the First Amendment to the Tree Pruning and Maintenance Services Contract with West Coast Arborists, Inc.

Adopted RESOLUTION NO. 7191, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A FIRST AMENDMENT TO THE FY 2018/19 TREE PRUNING AND MAINTENANCE SERVICES CONTRACT WITH WEST COAST ARBORIST INC.

12. SUBJECT: Authorize payment of NPDES Permit fees

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authoring the City Manager to execute payment of renewal fees for Water Pollution Control Facility's (WPCF) permit, for the amount of \$53,982.00.

Adopted RESOLUTION NO. 7192, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING AND APPROVING THE CITY MANAGER'S APPROVAL AND PAYMENT FOR 2018-2019 PERMIT FEES FOR THE WATER POLLUTION CONTROL FACILITY'S NPDES PERMIT IN AN AMOUNT NOT-TO-EXCEED \$53,982.00, IS IN THE CITY'S BEST INTERESTS AND APPROVING THE PAYMENT OF ANNUAL PERMIT FEES.

13. SUBJECT: Authorize NPDES Regulatory Assistance Services Agreement with Robertson-Bryan, INC. (RBI)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute professional services agreement with Robertson-Bryan, Inc. (RBI) for the amount of \$30,000.00 for Professional regulatory assistance.

Approved RESOLUTION NO. 7193, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING AND APPROVING THE CITY MANAGER'S DETERMINATION THAT THE SOLE-SOURCE PROFESSIONAL SERVICE AGREEMENT FOR PERMIT COMPLIANCE SERVICES, IN AN AMOUNT NOT-TO-EXCEED \$30,000.00, IS IN THE CITY'S BEST INTERESTS AND APPROVING AND THE AWARD OF A CONTRACT TO ROBERTSON BRYAN, INC. (RBI) FOR THE SAME.

14. SUBJECT: AB1600 Development Impact Fee Annual Report for the Fiscal Year Ended June 30, 2018

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the AB1600 Annual Report for the year ended June 30, 2018.

Approved RESOLUTION NO. 7194, A RESOLUTION OF THE CITY OF WOODLAND ACCEPTING THE FISCAL YEAR 2017/18 ANNUAL REPORT OF DEVELOPMENT FEES (AB1600 REPORT).

15. SUBJECT: Approve Salary Schedule effective January 1, 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the City of Woodland Salary Schedule effective January 1, 2019.

Approved the City of Woodland Salary Schedule effective January 1, 2019.

16. SUBJECT: Approve Provisional Building Inspection Manager Position

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the addition of a Provisional Building Inspection Manager to the Fiscal year 2018/2019 budget and adopt Resolution _____ approving the allocation change.

Adopted RESOLUTION NO. 7195, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CHANGES WITHIN THE COMMUNITY DEVELOPMENT DEPARTMENT – BUILDING DIVISION.

On a motion by Council Member Barajas, seconded by Mayor Pro Tem Lansburgh and carried unanimously, Council Members approved Consent Calendar Items No. 5 through 16.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

I. REPORTS OF THE CITY MANAGER

17. SUBJECT: City of Woodland Municipal Service Review and Sphere of Influence Update

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a report concerning the recently adopted Municipal Service Review and Sphere of Influence Update for the City of Woodland approved by the Local Agency Formation Commission on December 6, 2018 (LAFCO No. S-049).

Received report from Christine Crawford, LAFCo Executive Officer regarding the recently adopted Municipal Service Review and Sphere of Influence Update for the City of Woodland approved by the Local Agency Formation Commission on December 6, 2018.

18. SUBJECT: Temporary Emergency Shelter Partnership and Operating Update

RECOMMENDATION FOR ACTION: Receive an update on the use of the County of Yolo facility located at 213 Third Street as a temporary emergency shelter, and Adopt resolution No. _____, approving a term sheet for the City's partnership with the County of Yolo and Fourth & Hope for the shelter operation and cost sharing arrangement authorizing the City Manager to execute all documents necessary for the City to implement the project.

On a motion by Council Member Barajas, seconded by Mayor Pro Tem Lansburgh and carried unanimously, Council Members adopted RESOLUTION NO. 7196, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A TERM SHEET FOR THE CITY'S PARTNERSHIP WITH THE COUNTY OF YOLO AND FOURTH & HOPE FOR THE OPERATION OF A TEMPORARY EMERGENCY SHELTER AND COST SHARING ARRANGEMENT FOR THE SHELTER.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

19. SUBJECT: Approve Plans and Specifications and Authorize Bid Advertisement for West Main Street Bicycle/Pedestrian Mobility & Safety Improvement Project, CIP 17-16

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications for the for the West Main Street Bicycle/Pedestrian Mobility & Safety Improvement Project, CIP 17-16.

On a motion by Council Member Stallard, seconded by Council Member Barajas and carried unanimously, Council Members adopted RESOLUTION NO. 7197, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS FOR THE WEST MAIN STREET BICYCLE/PEDESTRIAN MOBILITY AND SAFETY IMPROVEMENT PROJECT, CIP 17-16, AND AUTHORIZING BID ADVERTISEMENT.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

20. SUBJECT: Provide Input on Draft Urban Forest Master Plan and Potential Changes to City's Tree Ordinance

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

- 1) Provide input on the draft Urban Forest Master Plan, and
- 2) Provide input on potential changes to the City's Tree Ordinance

Received presentation on the Draft Urban Forest Master Plan and potential changes to the City's Tree Ordinance.

21. **SUBJECT: Council Committee / Liaison Appointments**

RECOMMENDATION FOR ACTION: Staff recommends that the Council provide direction relative to 2018-2020 Council appointments to Inter-Jurisdictional Boards, Agencies, Liaison Committees as well as City Council subcommittees.

Direction provided by Council related to the 2018-2020 Council appointments to Inter-Jurisdictional Boards, Agencies, Liaison Committees as well as City Council subcommittees.

Council Member Stallard indicated his interest in continuing to serve as the City of Woodland representative for SACOG. He feels he has the relationships, commitment and time to do the job and wants to continue.

On a motion by Council Member Fernandez, seconded by Mayor Pro Tem Lansburgh and carried on a 3-2 vote, Council Members approved the appointment of Council Member Stallard as a Primary on the SACOG Board and Mayor Rodriguez as an Alternate.

AYES: Fernandez, Lansburgh and Stallard

NOES: Barajas and Rodriguez

On a motion by Council Member Barajas, seconded by Council Member Fernandez and carried unanimously, Council Members approved the remainder of the recommendations which includes Mayor Rodriguez as an Alternate on the YCTD Board and Council Member Fernandez as a Primary.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

At 8:59 PM Council Member Fernandez made a motion to extend the Council meeting by five minutes. Motion was seconded by Council Member Barajas and carried unanimously.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

22. **SUBJECT: City Council Meeting Schedule for 2019**

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve its meeting schedule for 2018.

City Council Meeting Schedule for 2019 was presented to the Council.

Recommendation for January is to hold one meeting in January, which would be January 15th and hold the Council retreat on Saturday, January 26th.

Attention was brought to the Cap-to-Cap conference in May and the Annual League of California Cities conference in October. Both conferences coincide with the 1st meeting of each month.

Council Member made a recommendation that Council meetings be sent out as an Outlook invite.

J. ADJOURN

Meeting adjourned at 9:04 PM in memory of the late President Bush and long time community member Enedina Ramos who passed away on November 24, 2018.

Respectfully submitted,

Ana B. Gonzalez, City Clerk

Adopted by Council: January 15, 2019