

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, November 19, 2019

6:00 PM

City Council

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

A. CALL TO ORDER

Meeting called to order at 06:05 PM.

B. ROLL CALL

Present: Barajas, Fernandez, Lansburgh, Rodriguez, and Stallard

Absent: None

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Police Chief Derrek Kaff.

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.

Barbara Mills spoke regarding transients, Pat Barker spoke regarding street cleaning and parking and Melissa Counts spoke regarding homeless at her place of business, The Hair Lounge.

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.

Mayor Rodriguez presented a proclamation to Bill Herms who retired after 20 years of service with the California State Legislation.

1. SUBJECT: Long Range Calendar

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

F. PRESENTATIONS

2. SUBJECT: Declare Saturday, November 30, 2019 as Small Business Saturday

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation declaring Saturday, November 30, 2019 as Small Business Saturday.

On a motion by Council Member Barajas, seconded by Council Member Stallard and carried unanimously, Council Members adopted Proclamation declaring Saturday, November 30, 2019 as Small Business Saturday. Mayor Rodriguez and Mayor Pro Tem Lansburgh presented the proclamation to Dave Smith, Co-owner of SorD Boardshop on Main Street.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

Noes: None

G. CONSENT CALENDAR

3. SUBJECT: Fire Department Quarterly Status Report for the Period of July 2019 - September 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Fire Department Quarterly Status Report for July 2019- September 2019.

Accepted the Fire Department Quarterly Status Report for July 2019- September 2019.

4. SUBJECT: Police Department Quarterly Status Report for the Period of July 2019 through September 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Police Department quarterly status report for the period of July 2019 through September 2019.

Accepted the Police Department quarterly status report for the period of July 2019 through September 2019.

5. SUBJECT: Salary Schedule effective November 1, 2019

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

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

6. SUBJECT: Fire Job Classifications

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Job Descriptions for Fire Series and a Fire Prevention Specialist title change to Community Risk Reduction Specialist I/II, and a new Community Risk Reduction Specialist Senior

Approved the Job Descriptions for Fire Series and a Fire Prevention Specialist title change to Community Risk Reduction Specialist I/II, and a new Community Risk Reduction Specialist Senior.

7. SUBJECT: Proclamation in Recognition of The Honorable Ilse Liliana Ferrer Silva

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation recognizing the Honorable Ilse Liliana Silva as Consul General of Mexico in Sacramento.

Adopted a proclamation recognizing the Honorable Ilse Lilian Silva as Consul General of Mexico in Sacramento.

8. SUBJECT: Final Acceptance and Notice of Completion for East Main Pump Station Storm Main Repairs Project, CIP 17-24.

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, accepting as complete and authorizing the City Clerk to file a Notice of Completion for the East Main Pump Station Storm Main Repairs Project, CIP 17-24 construction contract with SAK Construction, LLC.

Adopted RESOLUTION NO. 7370, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION FOR THE EAST MAIN PUMP STATION STORM MAIN REPAIRS PROJECT, CIP # 17-24.

9. SUBJECT: Final Acceptance and Notice of Completion for the 2018 Water & Sewer Repair & Replacement Project, CIP 18-09

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, (1) Authorize a \$5,000 increase to the construction contract contingency, bringing the total contract contingency to \$318,528 and; (2) Accept the 2018 Water & Sewer Repair & Replacement Project, CIP 18-09, construction contract with Civil Engineering Construction, Inc. as complete and authorize the City Clerk to file a Notice of Completion.

Adopted RESOLUTION NO. 7371, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT THE 2018 WATER & SEWER REPAIR AND REPLACEMENT PROJECT, CIP 18-09 CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION.

10. SUBJECT: Final Acceptance and Notice of Completion for WPCF Pond 8 Biosolids Drying and Removal Project, CIP 19-24

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting WPCF Pond 8 Biosolids Drying and Removal Project, CIP #19-24 as complete and authorize the City Clerk to file a Notice of Completion.

Adopted RESOLUTION NO. 7372, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT WPCF POND 8 BIOSOLIDS DRYING AND REMOVAL PROJECT, CIP 19-24 CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION.

11. SUBJECT: Create Capital Improvement Project, Reallocate Funding, Approve Sole Source Finding and Authorize the City Manager to Award a Contract for the Water Pollution Control Facility Clarifier No. 3 Mechanism Replacement Project, CIP 20-11

RECOMMENDATION FOR ACTION: Staff recommends that City Council adopt Resolution No. _____, to: 1) Create a new capital project, Water Pollution Control Facility ("WPCF") Clarifier No. 3 Mechanism Replacement Project, CIP 20-11 ("Project"); and 2) Authorize the reallocation of \$1,650,000 of Sewer Enterprise Funds from the Water Pollution Asset Replacement Project, CIP 14-02 to the Project; and 3) Make sole source findings pursuant to Public Contract Code Section 3400(c)(2) and (3) and Woodland Municipal Code Section 3.32.130B; and 4) Authorize the City Manager to award a contract for the Project to MISCO Water in the amount of \$1,551,743 with a 5% contingency amount of \$77,587.

Adopted RESOLUTION NO. 7373, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND DESIGNATING CERTAIN PRODUCTS, BRANDS, OR SERVICES PURSUANT TO PUBLIC CONTRACT CODE SECTION 3400 AND APPROVING AN AGREEMENT WITH MISCO WATER FOR THE WPCF CLARIFIER NO. 3 MECHANISM REPLACEMENT PROJECT, CIP #20-11.

12. SUBJECT: Approve Professional Services Agreement for the Storm Drainage Outfall Channel Outlet Structure Project, CIP #20-06

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving a professional services agreement for the Storm Drainage Outfall Channel Outlet Structure Project, CIP 20-06, with Mead & Hunt (M&H) for engineering design and environmental permitting services in the amount of \$213,746 and approve a contingency of up to an additional 10% of the contract award amount (\$21,374).

Adopted RESOLUTION NO. 7374, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A PROFESSIONAL SERVICES AGREEMENT FOR THE STORM DRAINAGE OUTFALL CHANNEL OUTLET STRUCTURE PROJECT, CIP 20-06.

13. SUBJECT: Approval of Amendment to Fiscal Year 2020 Budget to Add Funding for the City's First Time Homebuyer Loan Assistance Program

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving an additional appropriation of \$6,000 to the Housing Trust Fund (Fund 326) for the City's First Time Homebuyer Loan Assistance Program (FTHB); a total appropriation of \$41,621.29.

Adopted RESOLUTION NO. 7375, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROPRIATING FUNDS OF \$6,000 FOR THE CITY'S FIRST TIME HOMEBUYER LOAN ASSISTANCE PROGRAM.

14. SUBJECT: Approve Plans and Specifications, and Authorize Bid Advertisement for the 2020 Sewer and Water Repair and Replacement Project, CIP 20-07

RECOMMENDATION FOR ACTION: Staff recommends that City Council adopt Resolution No. _____, approving the project plans and specifications, and authorize bid advertisement for the 2020 Sewer and Water Repair and Replacement Project, CIP 20-07

Adopted RESOLUTION NO. 7376, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE 2020 SEWER AND WATER REPAIR AND REPLACEMENT PROJECT, CIP #20-07.

15. SUBJECT: Approve Contract Amendment with BSK Associates for 2020 Water Quality Testing Services

RECOMMENDATION FOR ACTION: Staff requests that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the contract with BSK Associates for the 2020 Water Quality Testing Services, for an amount up to \$75,035 and authorize a contingency of up to 10% (\$7,504).

Adopted RESOLUTION NO. 7377, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONTRACT WITH BSK ASSOCIATES for 2020 WATER QUALITY TESTING Services.

16. SUBJECT: Second Reading and Adopt Spring Lake Pioneer Village Development Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council conduct the second reading of Ordinance No. _____, approving the Development Agreement between the City of Woodland and Pioneer-Woodland LLC, to use and develop the Pioneer Village project area located within the Spring Lake Specific Plan Area.

At the request of Council Member Fernandez, minutes will reflect an "Absent" vote for this item.

Adopted Ordinance No. 1653, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WOODLAND AND PIONEER-WOODLAND, LLC TO USE AND DEVELOP THE PIONEER VILLAGE PROJECT SITE LOCATED WITHIN THE SPRING LAKE SPECIFIC PLAN AREA.

AYES: Barajas, Lansburgh, Rodriguez and Stallard

NOES: None

ABSTAIN: None

ABSENT: Fernandez

17. SUBJECT: Fiscal Year 2019/20 Quarterly Budget Update

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an informational report representing the FY2019/20 First Quarter Budget Update.

Council Member Fernandez requested that this item be moved to the December 3rd Council agenda.

On a motion by Council Member Barajas, seconded by Council Member Stallard and carried on a 5-0 vote, Council Members adopted Consent Calendar Items No. 3 through 17 with a request from Council Member Fernandez to note an "Absent" vote for Item No. 16. with a request to move Item No. 17 to the December 3rd Council meeting.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

H. PUBLIC HEARINGS

18. SUBJECT: Introduction and First Reading of an Ordinance adopting the 2019 California Existing Building Code (Title 24; Parts 8, 10, and 12)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council waive the first reading and read by title only an ordinance adopting by reference the 2019 Edition of the California Building Standards (California Code of Regulations, Title 24; Parts 8, 10, and 12), consisting of the 2019 California Existing Building Code.

This item was inadvertently placed under Public Hearing. It should've been placed under Reports of the City Manager.

On a motion by Council Member Barajas, seconded by Mayor Pro Tempore Lansburgh and carried unanimously, Council Members waived the first reading and read by title only an Ordinance adopting by reference the 2019 California Existing Building Code (Title 24; Parts 8, 10, and 12) consisting of the 2019 California Existing Building Code.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

Noes: None

I. REPORTS OF THE CITY MANAGER

19. SUBJECT: Community Development Block Consolidated Plan: 2020 – 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council: 1) receive a staff report on the process and outreach efforts for the 2020 – 2024 Community Development Block Grant (CDBG) Consolidated Plan; 2) provide staff with initial comments on funding priorities for the upcoming Consolidated Plan period; and 3) adopt Resolution No. _____, reallocating \$3,000 in existing CDBG funds and approving the following funding increases for the FY20 CDBG program: \$500 each for Empower Yolo Shelter Services, Yolo Community Care Continuum New Dimensions Supported Housing, and Meals on Wheels Yolo County and \$1,500 for Yolo Wayfarer Center Emergency Shelter.

On a motion by Mayor Pro Tempore Lansburgh, seconded by Council Member Barajas and carried unanimously on a 5-0 vote, Council Members approved, Community Development Block Consolidated Plan: 2020 – 2024 and amended the reallocation of \$3,000 in CDBG funds and the following funding increases for the FY20 CDBG Program to \$750 each for Empower Yolo Shelter Services, Yolo Community Care Continuum Supported Housing, Meals on Wheels Yolo County and Yolo Wayfarer Center Emergency Center.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

Noes: None

20. SUBJECT: Apprenticeship Contract Requirements for Public Works Projects

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a report on establishing an enhanced Apprenticeship Contract Requirement on selected City construction contracts.

On a motion by Council Member Barajas, seconded by Mayor Pro Tempore Lansburgh and carried unanimously on a 5-0 vote, Council Members approved this item asking that staff develop language to establish a local apprenticeship program requirement providing several options within the next four-months.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

21. SUBJECT: Update on Options for Relocation of Homeless Shelter

RECOMMENDATION FOR ACTION: Staff recommends that the City Council: 1) receive an update on staff's evaluation of options for relocating emergency shelter bed capacity; 2) provide feedback on the staff recommendation to proceed with the option of constructing a temporary shelter facility located on City-owned property at County Road 102 and East Beamer Street; and 3) direct staff to return to Council with cooperative agreements with Yolo County and Fourth and Hope as well as funding requirements to effect the relocation and to provide expanded services at the new location.

On a motion by Mayor Pro Tempore Lansburgh, seconded by Council Member Barajas and carried unanimously on a 5-0 vote, Council Members approved this item with Option B for Relocation of Homeless Shelter.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez, and Stallard

NOES: None

22. SUBJECT: Encampment Ordinance

RECOMMENDATION FOR ACTION: Staff recommends that the City Council Introduce by title only and waive first reading of an ordinance adding Chapter 9.50 to the Woodland Municipal Code related to encampments on City Property.

On a motion by Council Member Stallard, seconded by Mayor Pro Tempore Lansburgh and carried on a 4-1 vote, Council Members introduced by title only and waived first reading of an ordinance adding Chapter 9.50 to the Woodland Municipal Code related to encampments on City Property.

AYES: Barajas, Lansburgh, Rodriguez and Stallard

NOES: Fernandez

At the conclusion of this item, at 8:56 PM a motion was made to extend the meeting to 9:15 PM.

It was also suggested that Council take-up item no. 24 prior to moving to item no. 23.

24. SUBJECT: AgTech Innovation Alliance Grant Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council 1) adopt Resolution No. _____, approving a budget allocation of up to \$100,000 and authorizing the City Manager to enter into a Grant Agreement with AgTech Innovation Alliance for the establishment of a food and ag technology wet-lab incubator facility in Woodland, and 2) authorize the Mayor to sign a letter in support of AgTech Innovation Alliance's Federal Economic Development Administration (EDA) grant application.

On a motion by Council Member Stallard, seconded by Council Member Barajas and carried unanimously on a 5-0 vote, Council Members adopted RESOLUTION NO. 7379, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING BUDGET APPROPRIATION OF \$100,000 AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT WITH AGTECH INNOVATION ALLIANCE FOR THE ESTABLISHMENT OF A FOOD AND AG TECHNOLOGY WET-LAB INCUBATOR FACILITY IN WOODLAND

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

23. SUBJECT: Update and Discussion Concerning Commercial Cannabis

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an update concerning existing commercial cannabis regulations and business activity and a review of potential options for future ordinance amendments.

At 9:15 PM a motion was made to extend the meeting for five-minutes.

Received an update concerning existing commercial cannabis regulations and business activity and a review of potential options for future ordinance amendments.

J. ADJOURN

Meeting adjourned at 9:20 PM in memory of Bill Morgan and Frances Resta.

Respectfully submitted,



Ana B. Gonzalez, City Clerk

Adopted by Council: December 17, 2019