

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, June 20, 2023

6:00 PM

City Council

CITY COUNCIL

CLOSED SESSION

5:30 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code §54957)
Title: City Manager

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

Meeting called to order at 06:07 PM

D. ROLL CALL

Present: Members Garcia-Cadena, Lansburgh, Stallard, Vega and Mayor Vicky Fernandez

Absent: None

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Aaron Ventura Hernandez, a Summer at City Hall student.

F. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed 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. The option to submit a public comment via voicemail is no longer available. Written Public Comments Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to CouncilMeetings@cityofwoodland.org. Written Comments received at least two (2) hours prior to the scheduled start time of the City Council meeting will be provided to the City Council and posted to the City website as part of the official record of the meeting but will not be read into the record. Written Comments received within two (2) hours of the scheduled start time of the City Council meeting and during the City Council meeting will be provided to the City Council the day following the City Council meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.

Fernando Castro spoke regarding Folklorico and the upcoming fireworks booth; Gerogia Cochran spoke regarding youth facilities and BriAnne Dewberry spoke regarding proposal of Futsal courts at Ferns Park.

2. SUBJECT: General Public Comments

WRITTEN COMMUNICATIONS: This section is reserved for "General" Public

Comments emailed within two (2) hours prior to the Council Meeting. These comments will be provided to the City Council and incorporated into the meeting minutes. Any other written communications submitted for items specific to this agenda will be attached as a file to the associated agenda item.

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.

3. SUBJECT: Long Range Calendar

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

H. CONSENT CALENDAR

4. SUBJECT: Pride Proclamation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation declaring the month of June 2023 as "Pride Month".

Adopted a proclamation declaring the month of June 2023 as "Pride Month".

5. SUBJECT: Parks & Recreation Commission Meeting Minutes of April 24, 2023

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the April 24, 2023 Parks & Recreation Commission Meeting Minutes.

Received the April 24, 2023 Parks & Recreation Commission Meeting Minutes.

6. SUBJECT: Receive and file the Manufactured Home Fair Practices Commission Annual Report for the 2022 program year

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive and file the Manufactured Home Fair Practices Commission Annual Report for the 2022 program year.

Received and filed the Manufactured Home Fair Practices Commission Annual Report for the 2022 program year.

7. SUBJECT: Public Works Quarterly Status Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation and accept the Public Works Quarterly Status Report for the period of March 2023 through June 2023.

Received a presentation and accept the Public Works Quarterly Status Report for the period of March 2023 through June 2023.

8. SUBJECT: Award Construction Contract for 2023 Road Maintenance Project, CIP 23-01

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, (1) waiving immaterial minor bid irregularities in the bid submitted by the lowest responsible bidder submitting a responsive bid (Consolidated Engineering Inc.); and (2) approving a construction contract for the 2023 Road Maintenance Project, CIP 23-01; awarding the construction contract in the amount of \$667,877.58 for the base bid plus Alternate A to Consolidated Engineering Inc.; authorizing a contract contingency up to 30% (\$200,363.27); and authorizing the City Manager to execute the construction contract and change orders.

Adopted RESOLUTION NO. 8101, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONSTRUCTION CONTRACT FOR THE 2023 ROAD MAINTENANCE PROJECT, CIP 23-01.

9. SUBJECT: 2023 Traffic Calming Project, CIP 19-06; Approve Plans and Specifications, Authorize Bid Advertisement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications for the 2023 Traffic Calming Project, CIP 19-06, and authorizing bid advertisement.

Adopted RESOLUTION NO. 8102, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS FOR THE 2023 TRAFFIC CALMING PROJECT, CIP 19-06; AND AUTHORIZING BID ADVERTISEMENT.

10. SUBJECT: Prudler Community Facilities District Annual Levy and Collection

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, ordering the annual levy and collection of the assessment within the Prudler Community Facilities District for fiscal year 2023/2024.

Adopted RESOLUTION NO. 8103, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ACTING AS THE LEGISLATIVE BODY OF COMMUNITY FACILITIES DISTRICT NO. 2022-01 (PRUDLER SERVICES) AUTHORIZING THE ANNUAL LEVY OF SPECIAL TAXES FOR FISCAL YEAR 2023-24.

11. SUBJECT: Transfer Funds from Public Works Sewer Collection Contract Services (Fund 220) to CIP 14-03, Replacement of Orangeburg Sewer Laterals

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to transfer \$147,000 from Public Works Sewer Collection Contract Services (Fund 220) to CIP 14-03, Replacement of Orangeburg Sewer Laterals.

Adopted RESOLUTION NO. 8104, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO TRANSFER FUNDS FROM PUBLIC WORKS SEWER COLLECTION CONTRACT SERVICES (FUND 220) TO CIP 14-03, REPLACEMENT OF ORANGEBURG SEWER LATERALS.

12. SUBJECT: 2022 Spring Lake Parks Project, CIP 20-03; Contract Amendment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to approve a consultant services amendment for services with Public Restroom Company in the amount of \$6,350 for a total

agreement amount of \$200,218 and authorize the City Manager to execute the amendment.

Adopted RESOLUTION NO. 8105, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, APPROVING CONTRACT AMENDMENT FOR THE 2022 SPRING LAKE PARKS PROJECT, CIP 20-03.

13. SUBJECT: Final Acceptance and Notice of Completion for the Groundwater Wells Demolition Project, CIP 21-05

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the construction contract for the Groundwater Wells Demolition Project, CIP 21-05, with Ariza Construction, Inc., as complete and authorizing the City Clerk to file a Notice of Completion.

Adopted RESOLUTION NO. 8106, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT THE GROUNDWATER WELLS DEMOLITION PROJECT, CIP 21-05, CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION.

14. SUBJECT: Approval to Execute a One-Year Extension to the Three-Year Cooperative Fuel Services Agreement with Interstate Oil

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute a one-year extension to the cooperative Fuel Services Agreement with Interstate Oil for card-lock fuel services for a total Not To Exceed amount of \$400,000 through June 30, 2024.

Adopted RESOLUTION NO. 8107, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A ONE-YEAR EXTENSION TO THE THREE-YEAR COOPERATIVE FUEL SERVICES AGREEMENT WITH INTERSTATE OIL.

15. SUBJECT: Approve agreement for extension of City Water and Sewer Service for Yolo Cold Storage Project

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the Agreement for Extension of City Water and Sewer Service for the Yolo Cold Storage Project.

Adopted RESOLUTION NO. 8108, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT FOR EXTENSION OF CITY WATER AND SEWER SERVICE FOR THE YOLO COLD STORAGE PROJECT.

16. SUBJECT: Appoint Members to various Boards and Commissions

RECOMMENDATION FOR ACTION: Staff recommends that the City Council appoint members to the various Boards and Commissions.

Appointed members to the various Boards and Commissions.

17. SUBJECT: Confidential Unit Employees Side Letter of Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Side Letter of Agreement to amend the Memorandum of Understanding with the Confidential Unit Employees.

Approved the Side Letter of Agreement to amend the Memorandum of Understanding with the Confidential Unit Employees.

18. SUBJECT: Agreement with Woodland City Employees' Association (WCEA)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, implementing a three (3) year agreement (July 1, 2023 through June 30, 2026) with the Woodland City Employees' Association.

Adopted RESOLUTION NO. 8109, MEMORANDUM OF UNDERSTANDING BETWEEN THE WOODLAND CITY EMPLOYEES' ASSOCIATION AND THE CITY OF WOODLAND.

19. SUBJECT: Annual Appropriations Limit

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the City of Woodland's Fiscal Year (FY) 2023/24 Appropriations Limit.

Adopted RESOLUTION NO. 8110, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO SET THE APPROPRIATION LIMIT, IN ACCORDANCE WITH ARTICLE XIII-B OF THE STATE CONSTITUTION FOR FISCAL YEAR 2023/24.

20. SUBJECT: Fiscal Year 2023/24 Budget

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, a) approving the Fiscal Year (FY) 2023/24 Annual Budget of \$206.8 million as detailed in Exhibit A and b) approving 323 full-time equivalent positions, by classification, as detailed in Exhibit B.

Adopted RESOLUTION NO. 8111, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO SET THE APPROPRIATION LIMIT, IN ACCORDANCE WITH ARTICLE XIII-B OF THE STATE CONSTITUTION FOR FISCAL YEAR 2023/24.

On a motion by Council Member Stallard, seconded by Council Member Vega and carried unanimously on a 5-0 vote, Council Members approved Consent Calendar Items No. 4 through 20.

**AYES: Members Garcia-Cadena, Lansburgh, Stallard, Vega and Mayor Vicky Fernandez
NOES: None**

I. PUBLIC HEARINGS

21. SUBJECT: Public Hearing on the Fiscal Year 2023/24 Community Development Block Grant Annual Action Plan and Authorization for Submittal of Action Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council take the following actions:

1. Hold a public hearing to receive community input on the Fiscal Year (FY) 2023/24 Community Development Block Grant (CDBG) Action Plan (Attachment A);
2. Adopt Resolution No. _____, to approve the Fiscal Year FY 2023/24 CDBG Action Plan with the funding allocations as recommended by the CDBG Review Panel;
3. Direct staff to complete the FY 2023/24 Action Plan, as well as any other related documents required by the U.S. Department of Housing and Urban Development (HUD), incorporating the adopted funding

- allocations along with any public input received during the public comment period;
4. Direct staff to forward the completed FY 2023/24 Action Plan once completed; and
 5. Authorize the City Manager to execute any agreements, contracts or related/required documents with the appropriate entities to carry out the CDBG funded activities.

These Actions are consistent with the 2020-2024 CDBG Consolidated Plan goals to assist low and moderate income persons.

On a motion by Council Member Vega, seconded by Council Member Stallard and carried unanimously on a 5-0 vote, Council Members adopted RESOLUTION NO. 8112, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO SET THE APPROPRIATION LIMIT, IN ACCORDANCE WITH ARTICLE XIII-B OF THE STATE CONSTITUTION FOR FISCAL YEAR 2023/24.

**AYES: Members Garcia-Cadena, Lansburgh, Stallard, Vega and Mayor Vicky Fernandez
NOES: None**

22. SUBJECT: 2023 Triennial Public Health Goals Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council (1) hold a public hearing, and (2) adopt Resolution No. _____, accepting the 2023 Triennial Public Health Goals Report.

On a motion by Council Member Lansburgh, seconded by Council Member Vega and carried unanimously on a 5-0 vote, Council Members adopted RESOLUTION NO. 8113, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT THE 2023 TRIENNIAL PUBLIC HEALTH GOALS REPORT.

**AYES: Members Garcia-Cadena, Lansburgh, Stallard, Vega and Mayor Vicky Fernandez
NOES: None**

J. REPORTS OF THE CITY MANAGER

23. SUBJECT: Woodland Tourism and Business Improvement District Annual Report and Resolution of Intention to Levy Annual Assessment for Fiscal Year 2023/2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Annual Report from the Advisory Board for the Woodland Tourism Business Improvement (WTBID) and adopt the attached resolution of intention to levy the annual assessment for Fiscal Year 2023/2024.

On a motion by Council Member Stallard, seconded by Mayor Pro Tem Garcia-Cadena and carried unanimously on a 5-0 vote Council Members adopted RESOLUTION NO. 8114, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND DECLARING ITS INTENTION TO LEVY ANNUAL ASSESSMENTS FOR FISCAL YEAR 2023/2024 WITHIN THE WOODLAND TOURISM BUSINESS IMPROVEMENT DISTRICT ("WTBID").

**AYES: Members Garcia-Cadena, Lansburgh, Stallard, Vega and Mayor Vicky Fernandez
NOES: None**

24. SUBJECT: New Aquatic Facility Project Update

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an update on the Southeast Area Aquatic Facility and:

- 1) Approve relocation of the project to the Community and Senior Center pending determination of suitable site conditions and authorize the City Manager to amend contracts as needed with the design consultant to prepare construction drawings for the new project location; and
- 2) Direct staff to continue working with the Woodland Tennis Club, Woodland Soccer Club, and Go Skate Woodland and bring back an updated Master Plan for the Community and Senior Center and Sports park that accommodates these planned facilities; and
- 3) Direct staff to work with WJUSD to amend or replace the Memorandum of Understanding associated with the 2.5 acre site south of Pioneer High School.

On a motion by _____, seconded by _____ and carried unanimously on a 5-0 vote, Council Members

Received an update on the Southeast Area Aquatic Facility and: 1) Approved relocation of the project to the Community and Senior Center pending determination of suitable site conditions and authorized the City Manager to amend contracts as needed with the design consultant to prepare construction drawings for the new project location; and 2) Directed staff to continue working with the Woodland Tennis Club, Woodland Soccer Club, and Go Skate Woodland and bring back an updated Master Plan for the Community and Senior Center and Sports park that accommodates these planned facilities; and 3) Directed staff to work with WJUSD to amend or replace the Memorandum of Understanding associated with the 2.5 acre site south of Pioneer High School.

AYES: Members Garcia-Cadena, Lansburgh, Stallard, Vega and Mayor Vicky Fernandez
NOES: None

K. ADJOURN

Meeting adjourned at 8:08 PM.

Respectfully submitted,



Ana B. Gonzalez, City Clerk

Adopted by Council: July 18, 2023