



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

December 3, 2024
6:00 PM

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING 6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

Land Acknowledgment Statement - The City of Woodland acknowledges the land on which we live and work. For thousands of years, this land has been the home of Patwin people. Today, there are three federally recognized Patwin tribes: Cachil DeHe Band of Wintun Indians of the Colusa Indian Community, Kletsel Dehe Wintun Nation, and Yocha Dehe Wintun Nation. The Patwin people have remained committed to the stewardship of this land over many centuries. It has been cherished and protected, as elders have instructed the young through generations. We are honored and grateful to be here today on their traditional lands.

D. 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.gov. 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.

1. 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.

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.

2. SUBJECT: Long Range Calendar

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

F. CONSENT CALENDAR

3. SUBJECT: City Council Meeting Minutes of November 5, 2024, and November 19, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of November 5, 2024, and November 19, 2024.

4. SUBJECT: Fiscal Year 2023/24 AB1600 Annual Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the AB1600 Annual Report for the Year Ended June 30, 2024.

5. SUBJECT: Job Descriptions - New Treatment Plant Mechanic Operator in Training and Revised Treatment Plant Mechanic

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the job description for the new classification of Treatment Plant Mechanic Operator in Training (OIT), set the pay for this classification at Range 52, and approve changes to the existing Treatment Plant Mechanic job description.

6. SUBJECT: Appointment of a Member to the Planning Commission

RECOMMENDATION FOR ACTION: Staff recommends that the City Council appoint a member to the Planning Commission.

7. SUBJECT: Waiver of Second Reading and Adoption of Ordinance No. _____, Amending the Construction and Demolition Debris Recycling Ordinance

RECOMMENDATION FOR ACTION: Staff recommends that the City Council waive the second reading and adopt Ordinance No. _____, to amend Chapter 13.40 to Title 13 of the Woodland Municipal Code relating to Construction and Demolition Debris Recycling and Diversion.

8. SUBJECT: Final Acceptance and Notice of Completion for Pacific Flyway Pond Enhancement Project, CIP 24-10

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, (1) Reallocating \$46,250 of Spring Lake Infrastructure – Roads funding (Fund Code 682) from the County Road 25A (Parkland Ave. to Miekle Ave.) Improvement Project, CIP 24-05, to the Pacific Flyway Pond Enhancement Project, CIP 24-10, bringing the total Project budget to \$2,118,250; (2) Authorizing a \$32,370.39 increase to the construction contract contingency, bringing the total contract contingency to \$85,845.39; and (3) Accepting the construction contract with RJ Gordon Construction, Inc., as complete and authorizing the City Clerk to file a Notice of Completion.

9. SUBJECT: One-Year Extension of the Contract with San Joaquin Chemicals, Inc. for the Purchase of Coagulants in FY25

RECOMMENDATION FOR ACTION: Staff recommends that Council approve Resolution No. ____ authorizing the City Manager to execute the first one-year extension to the contract with San Joaquin Chemicals, Inc. for a total amount of \$203,250 for the purchase of coagulants in FY25.

10. SUBJECT: Woodland Fire Department Annual Inspection Compliance Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. ____, to receive the annual inspection compliance report to fulfill the requirements of the California Health and Safety Code Sections 13146.2 and 13146.3.

G. PUBLIC HEARINGS

11. SUBJECT: Designation of East St. Underground Utility District

RECOMMENDATION FOR ACTION: Staff recommends that the City Council 1) Receive the staff report; 2) Conduct a public hearing; and 3) Adopt Resolution No. ____, designating the East St. Underground Utility District.

12. SUBJECT: Continued Public Hearing and Approval of Fiscal Year 2023/24 Community Development Block Grant Action Plan Amendment #1, Allocation of State Permanent Local Housing Allocation Funds for Operation of the Emergency Shelter, Conditional User Permit for Emergency Shelter Land Use, and Amended and Restated Emergency Shelter Memorandum of Understanding

RECOMMENDATION FOR ACTION: Staff recommends that the City Council take the following actions: 1) Hold a continued public hearing to receive community input on the Fiscal Year (FY) 2023/24 Community Development Block Grant (CDBG) Action Plan Amendment #1; 2) Adopt Resolution No. ____, approving the Conditional Use Permit with associated conditions of approval for the development of the Emergency Shelter phase two; 3) Adopt Resolution No. ____, approving Action Plan Amendment #1 in substantially the same form presented to the City Council and incorporating public comments received at the public hearing for the allocation of \$131,000 in CDBG funds to Friends of the Mission for rehabilitation of the emergency shelter restroom/shower trailers and amend the Fiscal Year 2024/25 budget to appropriate an additional \$33,376 in CDBG funds (Fund 1320); authorizing the City Manager or designee to finalize and submit Action Plan Amendment #1 to the U.S. Department of Housing and Urban Development after the conclusion of the public comment period; approving the allocation of \$513,576 in State Permanent Local Housing Allocation funds to the Yolo Wayfarer Center to support the operations of the emergency shelter over a two-year period and amend the Fiscal Year 2024/25 budget to appropriate an additional \$513,576 in Permanent Local Housing Allocation funds (Fund 1325); and approving the Amended and Restated Emergency Shelter Memorandum of Understanding with Friends of the Mission and Yolo Wayfarer Center in substantially the same form presented to the City Council.

H. REPORTS OF THE CITY MANAGER

13. SUBJECT: Introduction and Waiver of First Reading of an Ordinance Amending Section 15.16.200 of the Woodland Municipal Code

RECOMMENDATION FOR ACTION: Staff recommends that City Council introduce and waive first reading of an Ordinance amending Section 15.16.200 of Chapter 15.16 of the Woodland Municipal Code to provide additional alternative means of compliance with the City's affordable housing requirements.

14. SUBJECT: Rotation of Mayor and Mayor Pro Tempore

RECOMMENDATION FOR ACTION: Staff recommends that the City Council designate the Council members to serve as Mayor and Mayor Pro Tempore for the following year, effective at the first regular meeting in December 2024.

I. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority of the City of Woodland, scheduled for December 3, 2024 was posted on November 27, 2024 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.



Sarah Lansburgh, CMC
City Clerk

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such requests must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st.

Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.