City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

Regular Meeting Minutes

Tuesday, December 3, 2024

6:00 PM

<u>City Council</u>

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

A. CALL TO ORDER

Meeting was called to order at 6:01 PM.

B. ROLL CALL

Council Members Present: Members Fernandez, Lansburgh, Stallard, Vega and Mayor Garcia-Cadena
Absent: None

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Council Member Fernandez.

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.

Mayor Garcia-Cadena invited public comment. No public comment was received.

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.

2. SUBJECT: Long Range Calendar

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

Received the Long Range Calendar for informational purposes only.

F. CONSENT CALENDAR

Mayor Garcia-Cadena invited public comment. Speaking from the public was James Vorhees regarding Item F.6. and F.8. No further public comment was received.

On a motion by Council Member Stallard, seconded by Council Member Fernandez and carried on a 5-0 vote, Council Members approved Consent Calendar Items No. 3 through 10.

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

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.

Adopted 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.

Adopted RESOLUTION NO. 8412, A RESOLUTION OF THE CITY OF WOODLAND ACCEPTING THE FISCAL YEAR 2023/24 ANNUAL REPORT OF DEVELOPMENT FEES (AB1600 REPORT).

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.

Approved 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 approved 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.

Appointed John Murphy as a member of the Planning Commission for the remainder of Chris Holt's current term, which ends on June 30, 2025.

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.

Waived the second reading and adopted ORDINANCE NO. 1727, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING CHAPTER 13.40 OF 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.

Adopted RESOLUTION NO. 8413, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ACCEPTING THE PACIFIC FLYWAY POND ENHANCEMENT PROJECT, CIP 24-10, CONSTRUCTION CONTRACT 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.

Adopted RESOLUTION NO. 8414, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE A ONE-YEAR CONTRACT EXTENSION WITH SAN JOAQUIN CHEMICALS, INC. FOR FY25 COAGULANT PURCHASE NOT-TO-EXCEED $203,250.

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.

Adopted RESOLUTION NO. 8415, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ACKNOWLEDGING THE CITY OF WOODLAND FIRE DEPARTMENT'S COMPLIANCE WITH SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.

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.

Council Member Stallard recused himself from the Public Hearing due to owning property adjacent to the proposed Underground Utility District.

Management Analyst Richard Perry and Community Development Director Brent Meyer presented the item. Management Analyst Perry, Community Development Director Meyer and City Manager Ken Hiatt answered questions from Council.

Mayor Garcia-Cadena opened the public hearing. Speaking from the public were Brenda Cedarblade and James Vorhees. No further public comment was received.

Mayor Garcia-Cadena closed the public hearing.

On a motion by Mayor Pro Tem Lansburgh, seconded by Council Member Fernandez and carried on a 4-0-1 vote, Council Members 1) Received the staff report; 2) Conducted a public hearing; and 3) Adopted RESOLUTION NO. 8416, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND DESIGNATING THE EAST STREET UNDERGROUND UTILITY DISTRICT.

AYES: Members Fernandez, Lansburgh, Vega and Mayor Garcia-Cadena
NOES: None
ABSENT: None
ABSTAIN: Member Stallard

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.

Senior Planner Megan Meier and Housing Analyst Dan Sokolow presented the item. Senior Planner Meier, Housing Analyst Sokolow, City Manager Ken Hiatt and Doug Zeck of 4th and Hope answered questions from Council.

Mayor Garcia-Cadena opened the public hearing. Speaking from the public was James Vorhees. No further public comment was received.

Mayor Garcia-Cadena closed the public hearing.

On a motion by Council Member Fernandez, seconded by Council Member Stallard and carried on a 5-0 vote, Council Members 1) Held 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) Adopted RESOLUTION NO. 8417, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONDITIONAL USE PERMIT AND ASSOCIATED OPERATING AGREEMENT FOR EAST BEAMER CAMPUS EMERGENCY SHELTER II, AT 1901-A EAST BEAMER STREET WITHIN THE CITY COMMUNITY INDUSTRIAL ZONE; and 3) Adopted RESOLUTION NO. 8418, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE THE SUBSTANTIAL AMENDMENT TO THE FISCAL YEAR 2023/24 COMMUNITY DEVELOPMENT BLOCK GRANT ACTION PLAN, STATE PERMANENT LOCAL HOUSING ALLOCATION FOR OPERATION OF THE EMERGENCY SHELTER, AND AMENDED AND RESTATED EMERGENCY SHELTER MEMORANDUM OF UNDERSTANDING.

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

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.

City Manager Hiatt presented the item and answered questions from Council.

Mayor Garcia-Cadena invited public comment. No public comment was received.

On a motion by Council Member Stallard, seconded by Council Member Vega and carried on a 5-0 vote, Council Members introduced and waived 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.

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

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.

City Manager Hiatt presented the item. Mayor Garcia-Cadena provided comment on her term as Mayor.

Mayor Garcia-Cadena invited public comment. No public comment was received.

On a motion by Council Member Fernandez, seconded by Council Member Vega and carried on a 5-0 vote, Council Members designated Council Members Rich Lansburgh to serve as Mayor and Tom Stallard as Mayor Pro Tempore for the following year, effective at the first regular meeting in December 2024.

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

I. ADJOURN

Meeting adjourned at 07:43 PM in memory of Ed Harris.

Respectfully submitted,

Sarah Lansburgh, CMC
City Clerk