City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

Regular Meeting Minutes

Tuesday, December 17, 2024

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 6:00 PM.

B. ROLL CALL

Council Members Present: Members Moreno, Garcia-Cadena, Vega and Mayor Pro Tem Stallard
Absent: Mayor Lansburgh

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Spencer Langdon.

Land Acknowledgement 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.

Emails received regarding Item G.18. Mobile Vendor Ordinance Updates.

Mayor Pro Tem Stallard invited public comment. Speaking from the public was James Vorhees. No further 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 Pro Tem Stallard invited public comment. Speaking from the public was James Vorhees. No further public comment was received.

On a motion by Council Member Garcia-Cadena, seconded by Council Member Vega and carried on a 4-0 vote, Council Members approved Consent Calendar Items No. 3 through 17.

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

3. SUBJECT: Commission on Aging Meeting Minutes for October 17, 2024

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the October 17, 2024 Commission on Aging meeting minutes.

Received the October 17, 2024 Commission on Aging meeting minutes.

4. SUBJECT: Parks & Recreation Commission Meeting Minutes for October 2024

   RECOMMENDATION FOR ACTION: Staff recommends the City Council receive the October 28, 2024, Parks & Recreation Commission Meeting Minutes.

Received the October 28, 2024, Parks & Recreation Commission Meeting Minutes.

5. SUBJECT: Sustainability Advisory Committee September 2024 Minutes

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive minutes from the Sustainability Advisory Committee September 2024 meeting.

Received minutes from the Sustainability Advisory Committee September 2024 meeting.

6. SUBJECT: 2023 Assistance to Firefighters Grant (AFG) Award Acceptance and Appropriation

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager and the Fire Department to 1) Accept the 2023 Assistance to Firefighters Grant (AFG) Award for cardiovascular and cancer screenings for all personnel; and 2) Appropriate $39,260.00 to the Other Federal Grant Fund 330 to fund the initial expenditure.

Adopted RESOLUTION NO. 8420, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE ACCEPTANCE OF THE 2023 ASSISTNACE TO FIREFIGHTERS GRANT (AFG) AWARD AND APPROPTION OF $39,260 TO FUND 330, authorizing the City Manager and the Fire Department to 1) Accept the 2023 Assistance to Firefighters Grant (AFG) Award for cardiovascular and cancer screenings for all personnel; and 2) Appropriate $39,260.00 to the Other Federal Grant Fund 330 to fund the initial expenditure.

7. SUBJECT: City of Woodland Prohousing Incentive Program Application

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No.____, authorizing an application for, and receipt of, Prohousing Incentive Program funds.

Adopted RESOLUTION NO. 8421, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING APPLICATION FOR, AND RECEIPT OF, PROHOUSING INCENTIVE PROGRAM FUNDS.

8. SUBJECT: Waiver of Second Reading and Adoption of Ordinance No. ____, Amending Section 15.16.200 of the Woodland Municipal Code

RECOMMENDATION FOR ACTION: Staff recommends that City Council waive the second reading and adopt Ordinance No. _____, to amend 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.

Waived the second reading and adopted ORDINANCE NO. 1728, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND 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.

9. SUBJECT: Approve the Plans, Specifications and Bid Authorization for Pedestrian Crossing Improvements Project, CIP 22-15

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications and authorizing the bid advertisement for the Pedestrian Crossing Improvements Project, CIP 22-15.

Adopted RESOLUTION NO. 8422, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING BID ADVERTISEMENT FOR THE PEDESTRIAN CROSSING IMPROVEMENTS PROJECT, CIP 22-15.

10. SUBJECT: Approve the Plans, Specifications and Bid Authorization for Community Center Parking Lot Expansion, CIP 24-08

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No ____, 1) Approving the project plans and specifications and authorizing the bid advertisement of the Community Center Parking Lot Expansion Project, CIP 24-08; and 2) Approving a consultant services amendment for design services with Laugenour and Meikle in the amount of $17,875 for a total agreement amount of $173,216 and authorize the City Manager to execute the amendment for the Community Center Parking Lot Expansion Project, CIP 24-08.

Adopted RESOLUTION NO. 8423, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT OF BIDS AND APPROVING A PROFESSIONAL SERVICES CONTRACT AMENDMENT WITH LAUGENOUR AND MEIKLE FOR DESIGN SERVICES FOR THE COMMUNITY CENTER PARKING LOT EXPANSION PROJECT (CIP 24-08), 1) Approving the project plans and specifications and authorizing the bid advertisement of the Community Center Parking Lot Expansion Project, CIP 24-08; and 2) Approving a consultant services amendment for design services with Laugenour and Meikle in the amount of $17,875 for a total agreement amount of $173,216 and authorize the City Manager to execute the amendment for the Community Center Parking Lot Expansion Project, CIP 24-08.

11. SUBJECT: Approve the Plans, Specifications and Bid Authorization for 2025 Road Maintenance Project, CIP 25-02

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications for the 2025 Road Maintenance Project, CIP 25-02 and authorizing the bid advertisement.

Adopted RESOLUTION NO. 8424, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS FOR THE 2025 ROAD MAINTENANCE PROJECT, CIP 25-02; AND AUTHORIZING BID ADVERTISEMENT.

12. SUBJECT: Approve a Construction Contract for the Gibson Road at SR-113 Interchange Modification Project, CIP 19-13

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ to 1) Appropriate $400,000 in SLIF Roads Funds (Fund 682) to the Gibson Road at SR-113 Interchange Modification Project (CIP 19-13) to cover all project costs; 2) Approve a construction contract for the Gibson Road at SR-113 Interchange Modification Project (CIP 19-13) and award the construction contract in the amount of $1,671,099 to Carone & Company; authorize a contract contingency up to 15% ($250,665); and authorize the City Manager to execute the construction contract and change orders; 3) Approve a professional services agreement for inspection services with UNICO Engineering in the amount of $224,146.79, authorize a contract contingency up to 15% ($33,622), and authorize the City Manager to execute the agreement and amendments; and 4) Approve an engineering design consultant services contract amendment with Mark Thomas in the amount of $12,800 for a total agreement amount of $404,957.29 and authorize the City Manager to execute the amendment.

Adopted RESOLUTION NO. 8425, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONSTRUCTION CONTRACT, APPROPRIATION OF FUNDS, CONSULTANT AGREEMENT FOR INSPECTION, AND DESIGN CONTRACT AMENDMENT FOR THE GIBSON ROAD AT SR-113 INTERCHANGE MODIFICATION PROJECT, CIP 19-13, to 1) Appropriate $400,000 in SLIF Roads Funds (Fund 682) to the Gibson Road at SR-113 Interchange Modification Project (CIP 19-13) to cover all project costs; 2) Approve a construction contract for the Gibson Road at SR-113 Interchange Modification Project (CIP 19-13) and award the construction contract in the amount of $1,671,099 to Carone & Company; authorize a contract contingency up to 15% ($250,665); and authorize the City Manager to execute the construction contract and change orders; 3) Approve a professional services agreement for inspection services with UNICO Engineering in the amount of $224,146.79, authorize a contract contingency

up to 15% ($33,622), and authorize the City Manager to execute the agreement and amendments; and 4) Approve an engineering design consultant services contract amendment with Mark Thomas in the amount of $12,800 for a total agreement amount of $404,957.29 and authorize the City Manager to execute the amendment.

13. SUBJECT: Approve a Professional Services Contract for the East Main Pump Station Generator Rehabilitation Project, CIP #22-02

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving a professional services contract with West Yost for pre-design services in the amount of $118,006.

Adopted RESOLUTION NO. 8426, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A PROFESSIONAL SERVICES CONTRACT WITH WEST YOST ASSOCIATES, INC TO PROVIDE PRE-DESIGN SERVICES FOR THE EAST MAIN PUMP STATION GENERATOR REHABILITATION PROJECT, approving a professional services contract with West Yost for pre-design services in the amount of $118,006.

14. SUBJECT: Approve a Professional Services Agreement with BSK Associates for 2025 Water Quality Testing Services

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the contract with BSK Associates for the 2025 Water Quality Testing Services, for an amount up to $148,861.50 and authorize a contingency of up to 10% ($14,886.15).

Adopt RESOLUTION NO. 8427, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH BSK ASSOCIATES FOR 2025 WATER QUALITY TESTING SERVICES, authorizing the City Manager to execute the contract with BSK Associates for the 2025 Water Quality Testing Services, for an amount up to $148,861.50 and authorize a contingency of up to 10% ($14,886.15).

15. SUBJECT: Final Acceptance and Notice of Completion for the Spring Lake Recycled Water Project, CIP 17-07

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the construction contract for the Spring Lake Recycled Water Project, CIP 17-07, with Argonaut Constructors, Inc., as complete and authorizing the City Clerk to file a Notice of Completion.

Adopted RESOLUTION NO. 8428, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT THE SPRING LAKE RECYCLED WATER PROJECT, CIP 17-07 CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION.

16. SUBJECT: Accept the Public Improvements for Subdivision Final Map 5162 and 5206 Pioneer Village Phase 1 and 2 Offsites

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the Public Improvements For Subdivision Final Map 5162 and 5206, Pioneer Village Phase 1 and 2 (offsite improvements only).

Adopted RESOLUTION NO. 8429, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ACCEPTING THE PUBLIC IMPROVEMENTS FOR SUBDIVISION FINAL MAP 5162 AND 5206, PIONEER VILLAGE PHASE 1 AND 2 (OFFSITE IMPROVEMENTS ONLY).

17. SUBJECT: Final Map 5221 Ruby Estates Subdivision, Related Subdivision Improvement Agreement, and Related Spring Lake Infrastructure Fee (SLIF) Reimbursement Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council 1) Adopt Resolution No. _____, approving Final Map 5221 Ruby Estates Subdivision, approving the related Subdivision Improvement Agreement and authorizing the City Manager to sign on behalf of the City, and authorizing the City Manager to approve amendments to the Subdivision Improvement Agreement for the extension of time; and 2) Adopt Resolution No. _____, approving the SLIF Reimbursement Agreement for infrastructure related to Final Subdivision Map No. 5221 Ruby Estates Subdivision, and authorizing the City Manager to sign on behalf of the City, and authorizing the City Manager to sign amendments up to 15% of the Reimbursement Agreement.

1) Adopted RESOLUTION NO. 8430, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING FINAL MAP 5221, AND A SUBDIVISION IMPROVEMENT AGREEMENT WITH LENNAR HOMES OF CALIFORNIA, LLC AND AG EHC II (LEN) CA 2, L.P. FOR CONSTRUCTION OF SUBDIVISION IMPROVEMENTS, approving Final Map 5221 Ruby Estates Subdivision, approving the related Subdivision Improvement Agreement and authorizing the City Manager to sign on behalf of the City, and authorizing the City Manager to approve amendments to the Subdivision Improvement Agreement for the extension of time; and 2) Adopted RESOLUTION NO. 8431, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE SLIF REIMBURSEMENT AGREEMENT ASSOCIATED WITH FINAL SUBDIVISION MAP 5221, RUBY ESTATES, and authorizing the City Manager to sign on behalf of the City, and authorizing the City Manager to sign amendments up to 15% of the Reimbursement Agreement.

G. PUBLIC HEARINGS

18. SUBJECT: Mobile Vendor Ordinance Updates

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the staff report, conduct a public hearing, and take the following actions: 1) Introduce and waive the first reading of an Ordinance adopting Chapter 5.40 "Sidewalk Vendors" into the Woodland Municipal Code; 2) Introduce and waive the first reading of an Ordinance repealing Chapter 10.20 of the Woodland Municipal Code and adopting Chapter 5.44 "Mobile Vendors"; 3) Introduce and waive the first reading of an Ordinance repealing and replacing Section 17.84.250 "Mobile Vendors" of Woodland Municipal Code, Title 17 Zoning Ordinance with Section 17.84.250 "Mobile Vending and Food Preparation"; 4) Introduce and waive the first reading of an Ordinance adopting Chapter 8.32 into the Woodland Municipal Code; and 5) Adopt a Resolution approving new mobile vendor permit fees and annual renewal fees.

Deputy Director of Community Development Erika Bumgardner and Director of Community Development Brent Meyer presented the item. Deputy Director Bumgardner, Director Meyer, and Spencer Langdon with the Woodland Chamber of Commerce answered questions from Council.

Mayor Pro Tem Stallard opened the public hearing. Speaking from the public were James Vorhees and Manuel Valenzuela. No further public comment was received.

Mayor Pro Tem Stallard closed the public hearing.

On a motion by Council Member Garcia-Cadena, seconded by Council Member Vega and carried on 4-0 vote, Council Members received the staff report, conducted a public hearing, and took the following actions: 1) Introduced and waived the first reading of an Ordinance adopting Chapter 5.40 "Sidewalk Vendors" into the Woodland Municipal Code; 2) Introduced and waived the first reading of an Ordinance repealing Chapter 10.20 of the Woodland Municipal Code and adopting Chapter 5.44 "Mobile Vendors"; 3) Introduced and waived the first reading of an Ordinance repealing and replacing Section 17.84.250 "Mobile Vendors" of Woodland Municipal Code, Title 17 Zoning Ordinance with Section 17.84.250 "Mobile Vending and Food Preparation"; 4) Introduced and waived the first reading of an Ordinance adopting Chapter 8.32 into the Woodland Municipal Code; and 5) Adopted RESOLUTION NO. 8432, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING PERMIT FEES AND ANNUAL RENEWAL FEES FOR SIDEWALK VENDOR PERMITS AND MOBILE VENDOR PERMITS.

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

H. REPORTS OF THE CITY MANAGER

19. SUBJECT: Waste Management Update & Annual Rate Adjustment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, to 1) Receive a Waste Management update and the 2025 rate adjustment information; 2) Accept it as complete and adequate; and 3) Deem the proposed 2025 rate adjustments approved.

Environmental Resources Program Manager Rosie Ledesma, Joe Cadelago and Bella Iglesias of WM presented the item and answered questions from Council.

Mayor Pro Tem Stallard invited public comment. No public comment was received.

On a motion by Council Member Vega, seconded by Council Member Moreno and carried on a 4-0 vote, Council Members approved RESOLUTION NO. 8433, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE THE REQUEST FOR THE 2025 ANNUAL RATE ADJUSTMENT BY WASTE MANAGEMENT, to 1) Receive a Waste Management update and the 2025 rate adjustment information; 2) Accept it as complete and adequate; and 3) Deem the proposed 2025 rate adjustments approved.

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

20. SUBJECT: Annual Measure R Report for Fiscal Year Ending June 30, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Annual Report for Measure R for the Fiscal Year ending June 30, 2024, and direct staff to publish the required excerpt of the report in the Daily Democrat and on the City's website.

Administrative Services Director Kim McKinney presented the item and answered questions from Council.

Mayor Pro Tem Stallard invited public comment. Speaking from the public was James Vorhees. No further public comment was received.

Council Members received the Annual Report for Measure R for the Fiscal Year ending June 30, 2024, and directed staff to publish the required excerpt of the report in the Daily Democrat and on the City's website.

21. SUBJECT: Measure F Annual Report for the Fiscal Year Ending June 30, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Measure F Annual Report for Fiscal Year ending June 30, 2024, and direct staff to publish the required excerpts from the report in the Daily Democrat and on the City's website.

Administrative Services Director Kim McKinney presented the item and answered questions from Council.

Mayor Pro Tem Stallard invited public comment. Speaking from the public was James Vorhees. No further public comment was received.

Council Members received the Measure F Annual Report for Fiscal Year ending June 30, 2024, and directed staff to publish the required excerpts from the report in the Daily Democrat and on the City's website.

22. SUBJECT: Revision to Council Committee Assignments

RECOMMENDATION FOR ACTION: Staff recommends that the Council amend the attached City Council Assignments for 2025.

Mayor Pro Tem Stallard asked Council if there were any questions or comments. Council had no questions or comments.

On a motion by Mayor Pro Tem Stallard, seconded by Council Member Garcia-Cadena and carried on a 4-0 vote, Council Members amended the City Council Assignments for 2025.

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

23. SUBJECT: City Council Meeting Schedule for 2025

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve its meeting schedule for 2025.

Mayor Pro Tem Stallard asked Council if there were any questions or comments. Council had no questions or comments.

On a motion by Council Member Garcia-Cadena, seconded by Council Member Moreno and carried on a 4-0 vote, Council Members approved its meeting schedule for 2025.

AYES: Members Moreno, Garcia-Cadena, Vega and Mayor Pro Tem Stallard

NOES: None
ABSENT: Mayor Lansburgh
ABSTAIN: None

I. ADJOURN

Meeting adjourned at 7:47 PM.

Respectfully submitted,

Sarah Lansburgh, CMC
City Clerk