City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

Regular Meeting Minutes

Tuesday, January 21, 2025

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 06:00 PM.

B. ROLL CALL

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

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Woodland Chief of Police Ryan Kinnan.

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 Lansburgh invited public comment. Speaking from the public was Tracey Trotman. 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. PRESENTATIONS

3. SUBJECT: Dr. Martin Luther King Jr. Youth Visual Arts and Essay Contest

RECOMMENDATION FOR ACTION: Staff recommends that the City Council acknowledge the winners of the Martin Luther King Jr. Visual Arts and Essay Contest.

Community Services Director Christine Ferrara presented the item to Council.

4. SUBJECT: Yolo County Housing Authority Strategic Plan

Ian Evans with Yolo County Housing Authority presented the item and answered questions from Council.

Mayor Lansburgh invited public comment. Speaking from the public was Paul Bridge and James Vorhees. No further comment was received.

G. CONSENT CALENDAR

City Manager Ken Hiatt advised the Council that Item G.12. was being pulled from the Consent Calendar and would be brought back to Council at a future meeting.

Mayor Lansburgh invited public comment. No public comment was received.

On a motion by Council Member Vega, seconded by Council Member Garcia-Cadena and carried on a 5-0 vote, Council Members approved Consent Calendar Items No. 5 through 16, with no vote on Item No. 12.

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

5. SUBJECT: City Council Meeting Minutes of December 3, 2024, December 10, 2024 and December 17, 2024.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meetings of December 3, 2024 and December 17, 2024, and the Joint Special City Council/Woodland Finance Authority Meeting of December 10, 2024.

Adopted the minutes of the Joint Regular City Council/Woodland Finance Authority Meetings of December 3, 2024 and December 17, 2024, and the Joint Special City Council/Woodland Finance Authority Meeting of December 10, 2024.

6. SUBJECT: Salary Schedule effective January 1, 2025

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the City of Woodland Salary Schedule effective January 1, 2025.

Approved the City of Woodland Salary Schedule effective January 1, 2025.

7. SUBJECT: FY2024/25 Vehicle Replacement Appropriation (Fund 2012) Reserve Balance

   RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No._____, to appropriate transfer expenditures of $911,248 from various funds, including $37,410 from Gas Tax (fund 1355), $21,418 from Spring Lake LLD (fund 1389), $51,418 from Sports Park Operations and Maintenance CFD (fund 1391), $92,082 from Equipment Maintenance (fund 2010), $71,959 from Sewer Enterprise (fund 2220) and $636,961 from the General Fund American Rescue Plan (ARP) Spending Plan (fund 1101) to the Vehicle Replacement Fund (Fund 2012).

Adopted RESOLUTION NO. 8434, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE APPROPRIATION OF $911,248 TO FUND 2012 FOR VEHICLE REPLACEMENT RESERVE BALANCES AND VEHICLE REPLACEMENT PURCHASES.

8. SUBJECT: Community Services Department Quarterly Status Report for the Second Quarter FY25

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Community Services Department Quarterly Status Report for the Second Quarter of FY25.

Received the Community Services Department Quarterly Status Report for the Second Quarter of FY25.

9. SUBJECT: California Office of Emergency Services Authorized Agents

   RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, naming the City Manager, Administrative Services Director, and Fire Chief as authorized agents with the California Office of Emergency Services.

Adopted RESOLUTION NO. 8435, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THAT THE CITY MANAGER, ADMINISTRATIVE SERVICE DIRECTOR, AND FIRE CHIEF BE NAMED AS AUTHROIZED AGENTS WITH THE STATE OF CALIFORNIA OFFICE OF EMERGENCY SERVICES (OES).

10. SUBJECT: Sixth Amendment to the Security Professional Service Agreement with Allied Universal Security Services for Woodland Public Library

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the sixth amendment to the Security Professional Service Agreement with Allied Universal Security Services for the Woodland Public Library.

Adopted RESOLUTION NO. 8436, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A FIFTH AMENDMENT TO THE SECURITY PROFESSIONAL SERVICE AGREEMENT WITH ALLIED UNIVERSAL SECURITY SERVICES.

11. SUBJECT: Approve a Change Order to the Techops Contract for the Library Book Mobile Build

    RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt

Resolution No._____, to approve a $968.12 change order to the Techops contract for the purchase and build of the Library Book Mobile.

Adopted RESOLUTION NO. 8437, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND REQUESTING APPROVAL OF A $968.12 CHANGE ORDER TO THE TECHOPS CONTRACT FOR THE PURCHASE AND BUILD OF THE LIBRARY BOOK MOBILE.

12. SUBJECT: Approval of Campus Resource Officer Agreement Between the City of Woodland/Woodland Police Department and Yuba Community College District

RECOMMENDATION FOR ACTION: Staff recommends the City Council approve the Campus Resource Officer Agreement between the City of Woodland/Woodland Police Department and the Yuba Community College District for the provision of a full-time Campus Resource Officer at Woodland Community College, and authorize the City Manager to sign the Agreement.

Item G.12. was moved to future meeting date certain of February 4, 2025.

13. SUBJECT: Waiver of Second Reading and Adoption of Ordinance Nos. _____, _____, _____, and _____, Regarding Mobile Vendors in the Woodland Municipal Code

RECOMMENDATION FOR ACTION: Staff recommends that the City Council waive the second reading adopt the following: 1) Ordinance No. _____, adopting Chapter 5.40 "Sidewalk Vendors" into the Woodland Municipal Code; 2) Ordinance No. _____, repealing Chapter 10.20 of the Woodland Municipal Code and adopting Chapter 5.44 "Mobile Vendors"; 3) Ordinance No. _____, 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"; and 4) Ordinance No. _____, adopting Chapter 8.32 into the Woodland Municipal Code.

Adopted ORDINANCE NO. 1729, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING CHAPTER 5.40 INTO THE WOODLAND MUNICIPAL CODE RELATING TO SIDEWALK VENDORS, ORDINANCE NO. 1730, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND REPEALING CHAPTER 10.20 AND ADOPTING CHAPTER 5.44 INTO THE WOODLAND MUNICIPAL CODE RELATING TO MOBILE VENDORS, ORDINANCE NO. 1731, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND REPEALING AND REPLACING SECTION 17.84.250 OF THE TITLE 17 ZONING ORDINANCE RELATING TO MOBILE VENDING AND FOOD PREPARATION, and ORDINANCE NO. 1732, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING CHAPTER 8.32 INTO THE WOODLAND MUNICIPAL CODE RELATING TO THE ADOPTION BY REFERENCE OF THE FOOD HANDLING CHAPTER OF THE YOLO COUNTY CODE.

14. SUBJECT: Deferral of Residual Receipt Payments to the City from the Leisureville Community Association (LCA)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council defer the residual receipts loan payment due to the City of Woodland from the Leisureville Community Association (LCA) for calendar year 2021.

Deferred the residual receipts loan payment due to the City of Woodland from the Leisureville Community Association (LCA) for calendar year 2021.

15. SUBJECT: Approve the Plans, Specifications, and Bid Authorization for 2025 Water and Sewer Repair and Replacement Project, CIP 24-02

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, 1) Approving the Project plans and specifications; and 2) Authorizing the bid advertisement for the 2025 Water and Sewer Repair and Replacement Project, CIP 24-02.

Adopted RESOLUTION NO. 8438, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE 2025 WATER AND SEWER REPAIR AND REPLACEMENT PROJECT, CIP 24-02.

16. SUBJECT: Final Acceptance and Notice of Completion for the 2024 Water and Sewer Repair and Replacement Project, CIP 23-02

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, approving an increase in construction contingencies and accepting the construction contract for the 2024 Water and Sewer Repair and Replacement Project, CIP 23-02, with Lund Construction Co. as complete and authorize the City Clerk to file a Notice of Completion.

Adopted RESOLUTION NO. 8439, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN INCREASE IN CONSTRUCTION CONTINGENCY FOR THE 2024 WATER AND SEWER REPAIR AND REPLACEMENT PROJECT, CIP 23-02, AND ACCEPTING THE CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZING THE CITY CLERK TO FILE A NOTICE OF COMPLETION.

H. PUBLIC HEARINGS

17. SUBJECT: Approve Modifications to the City Truck Route Map

RECOMMENDATION FOR ACTION: Staff recommends the City Council receive a presentation, conduct a public hearing, and adopt Resolution No. _____, to approve the new City Truck Route Map.

Associate Engineer Clara Olmedo and Traffic Engineer Katie Wurzel presented the item. Traffic Engineer Wurzel and Associate Engineer Olmedo answered questions from Council.

Mayor Lansburgh opened the public hearing and invited public comment. Speaking from the public was James Vorhees. No further comment was received.

Mayor Lansburgh closed the public hearing.

On a motion by Mayor Pro Tem Stallard, seconded by Council Member Moreno and carried on a 5-0 vote, Council Members adopted RESOLUTION NO. 8440, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE THE UPDATED TRUCK ROUTE MAP.

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

18. SUBJECT: Introduction and Waiver of First Reading of an Ordinance Amending Section 17.84.030 of the Woodland Municipal Code

RECOMMENDATION FOR ACTION: Staff recommends that City Council 1) Introduce and waive first reading of an Ordinance amending Section 17.84.030 of the Woodland Municipal Code regarding Accessory Dwelling Units (ADU); and 2) Find that the adoption of the proposed ordinance is statutorily exempt from review under the California Environmental Quality Act ("CEQA") under Public Resources Code Section 21080.17.

Deputy Director of Community Development Erika Bumgardner presented the item and answered questions from Council.

Mayor Lansburgh open the public hearing. No comment was received.

Mayor Lansburgh closed the public hearing.

On a motion by Council Member Garcia-Cadena, seconded by Council Member Vega and carried on a 5-0 vote, Council Members 1) Introduced and waived first reading of an Ordinance amending Section 17.84.030 of the Woodland Municipal Code regarding Accessory Dwelling Units (ADU); and 2) Found that the adoption of the proposed ordinance is statutorily exempt from review under the California Environmental Quality Act ("CEQA") under Public Resources Code Section 21080.17.

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

19. SUBJECT: Revised Community Development Department - Planning Division Permitting and Entitlement Fee Schedule

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the revised Community Development Department - Planning Division Permitting and Entitlement Fee Schedule.

Deputy Director of Community Development Erika Bumgardner presented the item and answered questions from Council.

Mayor Lansburgh open the public hearing. No comment was received.

Mayor Lansburgh closed the public hearing.

On a motion by Vega, seconded by Stallard and carried on a 5-0 vote, Council Members adopted RESOLUTION NO. 8441, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN UPDATED AND REVISED COMMUNITY DEVELOPMENT DEPARTMENT – PLANNING DIVISION ENTITLEMENT AND PERMIT FEE SCHEDULE, INCLUDING THE ADDITION OF A NEW THREE PERCENT TECHNOLOGY FEE.

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

I. ADJOURN

Meeting adjourned at 07:53 PM.

Respectfully submitted,

Sarah Lansburgh, CMC
City Clerk