City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

Regular Meeting Minutes

Tuesday, April 15, 2025

6:00 PM

<u>City Council</u>

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, Stallard and Mayor Lansburgh
Absent: None

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Spencer Langdon with the Woodland Chamber of Commerce.

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

On a motion by Councilmember Garcia-Cadena, seconded by Councilmember Vega and carried on a 5-0 vote, Council Members approved Consent Calendar Items No. 3 through 15.

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

3. SUBJECT: Proclamation Declaring April 2025 as Parkinson's Awareness Month

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt a Proclamation declaring April 2025 as Parkinson's Awareness Month.

Adopted a Proclamation declaring April 2025 as Parkinson's Awareness Month.

Bernadette Murray, Gary Wegener, Steve Brisco and Carolyn Van Hoof with the Woodland Parkinson's Support Group were present to receive the Proclamation.

4. SUBJECT: Proclamation Declaring April 20–26, 2025 as "National Volunteer Week"

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt a Proclamation declaring April 20 – 26, 2025 as National Volunteer Week. The City encourages all residents to recognize and thank the volunteers who improve our community.

Adopted a Proclamation declaring April 20 – 26, 2025 as National Volunteer Week.

Police Chief Ryan Kinnan introduced members from Volunteer in Policing Vanus Bigelow, Saray Lozano, Vivian Bryant, Shirley Higgins, Genelle Lopez and Woodland Police Department Employees Marcela Vazquez and Vanessa Mckenzie to accept the Proclamation.

5. SUBJECT: Proclamation Declaring April 13 – 19, 2025 as "National Public Safety Telecommunications Week"

RECOMMENDATION FOR ACTION: Staff recommends the City Council declare April 13 – 19, 2025 as "National Public Safety Telecommunications Week" and recognize the Yolo Emergency Communications Agency (YECA) for its outstanding service to the residents of Woodland and all of Yolo County.

Adopted a Proclamation declaring April 13 – 19, 2025 as"National Public Safety Telecommunications Week".

Police Chief Ryan Kinnan introduced Maddie Burgess from the Yolo Emergency Communications Agency to accept the Proclamation.

6. SUBJECT: Parks and Recreation Commission Meeting Minutes for January and February 2025

RECOMMENDATION FOR ACTION: Staff recommends the City Council receive the January 27, 2025 and February 24, 2025 Parks and Recreation Commission Meeting Minutes.

Received the January 27, 2025 and February 24, 2025 Parks and Recreation Commission Meeting Minutes.

7. SUBJECT: Approval of the Salary Schedule Effective April 1, 2025

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

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

8. SUBJECT: Job Description Updates - Maintenance Worker Series, Utilities Maintenance Worker Series and Library Positions

RECOMMENDATION FOR ACTION: Staff recommends the City Council approve updated job descriptions for the Maintenance Worker Series, Utilities Maintenance Worker Series, Library Associate I/II and Circulation Supervisor.

Approved updated job descriptions for the Maintenance Worker Series, Utilities Maintenance Worker Series, Library Associate 1/11 and Circulation Supervisor.

9. SUBJECT: Approval of an Employment Agreement for a Retired Annuitant and Exception to the CalPERS 180-Day Wait Period

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, approving an employment agreement and exception to the CalPERS 180-Day wait period for retired annuitant John Perez.

Adopted RESOLUTION NO. 8462, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE HIRING OF JOHN PEREZ AS A RETIRED ANNUITANT UNDER GOVERNMENT CODE 7522.56 & 21224.

10. SUBJECT: 2023 Homeland Security Grant Award Appropriation

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, authorizing the City Manager to appropriate $35,095 to Fund 330 (Other Federal Grants) for the purchase of the awarded Hazmat Equipment and Automated Gate at Fire Station #3.

Adopted RESOLUTION NO. 8463, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE APPROPRIATION OF $35,095 TO FUND 330 FOR THE PURCHASE OF A HAZMAT EQUIPMENT AND AUTOMATED GATE FOR STATION #3 AS AWARDED UNDER THE 2023 HOMELAND SECRUITY GRANT PROGRAM.

11. SUBJECT: Approve a Memorandum of Understanding Regarding the Sacramento Area Council of Governments State Transportation Improvement Program Regional Set-Aside Funding

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, authorizing the City Manager to sign the Memorandum of Understanding regarding the Sacramento Area Council of Governments State Transportation Improvement Program Regional Set-Aside Funding.

Adopted RESOLUTION NO. 8464, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO SIGN THE MEMORANDUM OF UNDERSTANDING REGARDING SACOG STATE TRANSPORTATON IMPROVEMENT PROGRAM (STIP) REGIONAL SET-ASIDE FUNDING.

12. SUBJECT: Approve a Design Agreement with Laugenour and Meikle, Inc., for the 2026 Water & Sewer Replacement Project, CIP 25-01

    RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, to authorize the City Manager to execute a consultant agreement with Laugenour & Meikle, Inc., in the amount of $236,320 for design of the 2026 Water & Sewer Replacement Project, CIP 25-01 and authorize a contingency of up to 10% ($23,632).

Adopted RESOLUTION NO. 8465, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A DESIGN AGREEMENT WITH LAUGENOUR AND MEIKLE, INC., FOR ENGINEERING CONSULTING SERVICES FOR THE 2026 WATER & SEWER REPLACEMENT PROJECT, CIP# 25-01.

13. SUBJECT: Approve the Plans, Specifications, and Bid Authorization for the Grit System and Screw Pump Rehabilitation Project, CIP 24-12

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No.______, 1) Approving the Project plans and specifications; and 2) Authorizing the bid advertisement for the Grit System and Screw Pump Rehabilitation Project, CIP 24-12.

Adopted RESOLUTION NO. 8466, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE GRIT SYSTEM AND SCREW PUMP REHABILITATION PROJECT, CIP 24-12.

14. SUBJECT: Approve the Plans, Specifications, and Bid Authorization for WPCF Pond #9 Biosolids Drying and Removal Project, CIP #26-03

    Recommendation for Action: Staff recommends the City Council approve Resolution No.______, to 1) Create a new capital project, WPCF Pond #9 Biosolids Drying and Removal Project, CIP 26-03; 2) Approve the plans and specifications; and 3) Authorize bid advertisement.

Adopted RESOLUTION NO. 8467, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE THE PLANS AND SPECIFICATIONS AND AUTHORIZE BID ADVERTISEMENT FOR THE WPCF POND #9 BIOSOLIDS DRYING AND REMOVAL PROJECT, CIP #26-03.

15. SUBJECT: Final Acceptance and Notice of Completion for County Road 25A (Parkland Ave. to Miekle Ave.) Improvement Project, CIP 24-05

    RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, to 1) Accept the CR25A (Parkland Ave. to Miekle Ave.) Improvement Project, CIP 24-05, construction contract as complete and authorize the City Clerk to file a Notice of Completion; and 2) Approve a consultant services contract amendment for design and construction assistance with Cunningham Engineering in the amount of $2,000 for a total agreement amount of $168,100 and authorize the City Manager to execute the amendment.

Adopted RESOLUTION NO. 8468, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONSULTANT AMENDMENT AND ACCEPTING THE COUNTY ROAD 25A (PARKLAND AVE. TO MIEKLE AVE.) IMPROVEMENT PROJECT, CIP 24-05 CONTRACT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION.

G. REPORTS OF THE CITY MANAGER

16. SUBJECT: Approve a new Solid Waste Franchise Agreement with USA Waste of California, Inc. (DBA Waste Management of Woodland) for Solid Waste, Recyclables, Organic Waste, and Street Sweeping Services

    RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, approving the Solid Waste Franchise Agreement with USA Waste of California, Inc. (DBA Waste Management of Woodland) for Solid Waste, Recyclables, Organic Waste, and Street Sweeping Services.

City Manager Ken Hiatt introduced the item to Council. William Schoen with R3 Consulting presented the item. City Manager Hiatt, Mr. Schoen, and Eric Lynch and Joe Cadalago with Waste Management answered questions from Council.

Mayor Lansburgh invited public comment. Speaking from the public were Spencer Langdon with the Woodland Chamber of Commerce, Jeremy Mahan with Dump Ninja, and Board President of Folklorico Latino de Woodland Martha Michel. No further public comments were received.

On a motion by Mayor Pro Tem Stallard, seconded by Councilmember Vega and carried on a 5-0 vote, Council Members adopted RESOLUTION NO. 8469, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING CITY MANAGER TO EXECUTE A SOLID WASTE FRANCHISE AGREEMENT WITH USA WASTE OF CALIFORNIA, INC DBA WM OF WOODLAND.

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

17. SUBJECT: Approval of a Professional Services Contract for Utility Rate Studies with HDR Engineering, Inc.

    RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, approving the contract with HDR Engineering, Inc. for preparation of rate studies for the Water, Wastewater and Stormwater systems, authorizing the City Manager to execute the agreement, and appropriating $60,000 in the Water Fund (Fund 2210), $54,000 in the Sewer Fund (Fund 2220) and $50,000 in the Storm Drain Fund (Fund 2221).

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

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

On a motion by Mayor Pro Tem Stallard, seconded by Councilmember Moreno and carried on a 5-0 vote, Council Members adopted RESOLUTION NO. 8470, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN

AGREEMENT BETWEEN THE CITY OF WOODLAND AND HDR ENGINEERING, INC. FOR RATE STUDIES FOR THE WATER, WASTEWATER AND STORMWATER SYSTEMS IN AN AMOUNT NOT TO EXCEED $180,225, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT, AND APPROPRIATING FUNDS IN THE WATER (2210), SEWER (2220) AND STORM DRAIN (2221) FUNDS.

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

18. SUBJECT: Accept a Petition to Prepare a General Plan Amendment and Approve a Professional Services Agreement with AECOM for Associated Environmental Review

RECOMMENDATION FOR ACTION: Staff recommends the City Council:
1) Adopt Resolution No. ____, accepting the petition from Clark Pacific Structural, LLC and Bayer Research and Development (PLNG 24-00040), for the preparation of a General Plan amendment; directing staff to undertake evaluations and provide subsequent recommendations regarding: 1) an amendment to the City's General Plan Policy 2.A.1 pertaining to the Urban Limit Line; and 2) the placement of a proposed amendment to the Woodland Urban Limit Line Initiative (Measure A) on the November 2026 ballot; and, authorizing the City Manager to execute an Agreement for Fund Advancement with the project applicants, outlining specific payment terms for processing of this application; and
2) Adopt Resolution No. ____, approving a contract agreement with AECOM in the amount of $119,203 for the preparation of the associated environmental review, and authorizing the City Manager to execute the agreement and amendments, as necessary, up to twenty percent (20%) of the agreement amount.

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

Mayor Lansburgh invited public comment. Speaking from the public was Nick Roncoroni with Bayer Crop Science and Erik Winje with Clark Pacific. No further public comment was received.

On a motion by Councilmember Moreno, seconded by Councilmember Garcia-Cadena and carried on a 5-0 vote, Council Members 1) Adopted RESOLUTION NO. 8471, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING INITIATION OF THE REVIEW AND EVALUATION OF A PROPOSED GENERAL PLAN AMENDMENT TO CONSIDER EXTENDING UTILITY SERVICES OUTSIDE OF THE URBAN LIMIT LINE AND TO CONSIDER PLACING A MEASURE ON THE BALLOT TO AMEND THE 2006 URBAN LIMIT LINE INITIATIVE; and 2) Adopted RESOLUTION NO. 8472, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE CONSULTANT AGREEMENT FOR PROFESSIONAL SERVICES FOR AECOM, TECHNICAL SERVICES, INC. TO PREPARE ENVIRONMENTAL REVIEW DOCUMENTS FOR THE PROPOSED GENERAL PLAN AMENDMENT TO EXTEND CITY SERVICES BEYOND THE CITY URBAN LIMIT LINE.

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

ABSTAIN: None
ABSENT: None

19. SUBJECT: Approval of a Disposition Development and Loan Agreement for 310 West Main Street Affordable Housing Project Phase II (Vista Del Robles Apartments Phase II)

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No.______,
    1) Approving an appropriation of $1,700,000 from the Affordable Housing Assistance Trust Fund (1326) and authorizing the Finance Officer to amend the Fiscal Year 2025 budget as necessary;
    2) Authorizing the City to enter into a Disposition, Development, and Loan Agreement (DDLA) with Chelsea Investment Corporation ("Chelsea");
    3) Approving a fifty-five year residual receipts deferred loan in the amount of $1,700,000 with three percent (3%) simple interest for Chelsea's 96-unit multifamily affordable rental project at 310 West Main Street;
    4) Approving a seller carryback loan with the aforementioned terms for the transfer of property site control from the City to Chelsea at the 2.6-acre portion of city-owned land at 310 West Main Street;
    5) Authorizing the City to enter into a regulatory agreement and declaration of restrictive covenants with Chelsea for the 310 West Main Street project to ensure the affordability of the project for a term of not less than 55 years; and
    6) Authorizing the City Manager to execute the Disposition, Development, and Loan Agreement (DDLA), promissory note, regulatory agreement, and deed of trust in a form as prepared and approved by the City Attorney and take such other actions and execute such documents as necessary to make the City loan and ensure the affordability of the project.

City Manager Hiatt introduced the item to Council. Housing Analyst II Franklin Cui presented the item. City Manager Hiatt, City Attorney Ethan Walsh and Housing Analyst Cui answered questions from Council.

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

On a motion by Councilmember Vega, seconded by Councilmember Moreno and carried on a 5-0 vote, Council Members adopted RESOLUTION NO. 8473, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A DISPOSITION, DEVELOPMENT, AND LOAN AGREEMENT (DDLA) CONSISTING OF $1,700,000 FROM THE AFFORDABLE HOUSING ASSISTANCE TRUST FUND AND A SELLER CARRYBACK LOAN FOR FAIR MARKET VALUE OF VACANT LAND TO ASSIST CHELSEA INVESTMENT CORPORATION WITH THE CONSTRUCTION OF A 96-UNIT MULTIFAMILY AFFORDABLE HOUSING PROJECT AT 310 WEST MAIN STREET.

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

20. SUBJECT: Introduce and Waive the First Reading of an Ordinance Revising Sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code

    RECOMMENDATION FOR ACTION: Staff recommends the City Council introduce and waive the first reading of the ordinance revising sections within Chapter 8.20, “Fire Prevention and Emergency Services,” to Title 8 of the Woodland Municipal Code.

Fire Chief Eric Zane presented the item and answered questions from Council.

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

On a motion by Mayor Pro Tem Stallard, seconded by Councilmember Garcia-Cadena and carried on a 5-0 vote, Council Members introduced and waived the first reading of an ordinance revising sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code.

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

21. SUBJECT: City Council Priority Goals & Strategic Plan Update

RECOMMENDATION FOR ACTION: Staff recommends the City Council review and accept its updated Priority Goals and Strategic Plan.

City Manager Ken Hiatt introduced the item to Council. Communications and Strategic Policy Manager Spencer Bowen presented the item to Council. City Manager Hiatt and Policy Manager Bowen answered questions from Council.

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

On a motion by Councilmember Vega, seconded by Mayor Pro Tem Stallard and carried on a 5-0 vote, Council Members reviewed and accepted its updated Priority Goals and Strategic Plan.

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

H. ADJOURN

Meeting adjourned at 7:50 PM in memory of lifetime Woodland resident Eric Wais.

Respectfully submitted,

Sarah Lansburgh, CMC, City Clerk