

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, May 20, 2025

6:00 PM

City Council

CITY COUNCIL

CLOSED SESSION

5:30 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code §54956.8)
Property: Assessor's Parcel Number 064-170-051-000
Agency Negotiators: City Manager
Negotiating Parties: Tower Investments, LLC
Under Negotiation: Price and Terms of Payment

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

Meeting called to order at 6:01 PM.

D. ROLL CALL

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

Absent: None

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Mayor Lansburgh.

***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.*

F. 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.

2. 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 were Bob Leidigh and James Vorhees.

No further public comment was received.

G. 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.

3. 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.

H. PRESENTATIONS

4. SUBJECT: Woodland Kiwanis Club 2025

City Manager Ken Hiatt introduced the item. The presentation was made by Kiwanis President Bob Young.

I. CONSENT CALENDAR

Mayor Lansburgh invited public comment. Public comment was made by Charles Wesley.

No further public comment was received.

On a motion by Mayor Pro Tem Stallard, seconded by Councilmember Vega and carried on a 5-0 vote, Council Members approved Consent Calendar Items No. 5 through 13.

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

NOES: None

ABSENT: None

ABSTAIN: None

5. SUBJECT: Introduction and Waiver of First Reading of an Ordinance Repealing Chapter 2.04, Article 1 "Council Meetings" of the Woodland Municipal Code

RECOMMENDATION FOR ACTION: Staff recommends the City Council

introduce and waive the first reading of an Ordinance repealing Chapter 2.04, Article 1, Sections 2.04.010 through 2.04.200 "Council Meetings" of the Woodland Municipal Code.

Introduced and waived the first reading of an Ordinance repealing Chapter 2.04, Article 1, Sections 2.04.010 through 2.04.200 "Council Meetings" of the Woodland Municipal Code.

6. SUBJECT: Deposits Required for Establishing Utility Accounts on Tenant-Occupied Properties

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, authorizing the City to collect a \$300 deposit when establishing utility accounts under the name(s) of tenants if there is a landlord-tenant relationship, per Senate Bill 998, effective July 1, 2025.

Adopted RESOLUTION NO. 8481, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY TO COLLECT A \$300 DEPOSIT AS A PRECONDITION OF TENANT(S) ESTABLISHING A UTILITY ACCOUNT IN THEIR NAME TO WHICH SERVICES WILL THEN BE BILLED effective July 1, 2025.

7. SUBJECT: Waiver of Second Reading and Adoption of an Ordinance Revising Sections 8.20.042, 8.20.044, 8.20.046 and 8.20.060 of Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code

RECOMMENDATION FOR ACTION: Staff recommends the City Council waive the second reading and adopt Ordinance No. _____, amending Sections 8.20.042, 8.20.044, 8.20.046 and 8.20.060 of Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code.

Waved the second reading and adopted ORDINANCE NO. 1736, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING CHAPTER 8.20 TO TITLE 8 "HEALTH AND SAFETY" OF THE WOODLAND MUNICIPAL CODE RELATING TO FIREWORKS.

8. SUBJECT: 2022 Federal Emergency Management Agency Assistance to Firefighters Grant Award Appropriation for Additional Extrication Tools and Related Equipment

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, authorizing the City Manager to appropriate \$7,974.55 to the Other Federal Grants Fund (330) to fund the additional expenditure for the purchase of additional extrication tools and related equipment.

Adopted RESOLUTION NO. 8482, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE APPROPRIATION OF \$7974.55 TO FUND 330 FOR THE PURCHASE OF A ADDITIOANL EXTRICATION TOOLS AND RELATED EQUIPMENT.

9. SUBJECT: Renewal and Amendments to the Existing ProTerp Holdings, LP Operating Agreement

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, 1) Approving a proposed renewal to the Operating Agreement between the City and ProTerp Holdings, LP, a commercial cannabis volatile manufacturing facility located at 1230 Harter Avenue, Suite F; and 2)

Authorizing the City Manager to execute the proposed agreement renewal on behalf of the City.

Adopted RESOLUTION NO. 8483, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A RENEWED OPERATING AGREEMENT WITH PROTERP HOLDINGS, LP, FOR A COMMERCIAL CANNABIS VOLATILE MANUFACTURING FACILITY.

10. SUBJECT: Approve the Plans, Specifications, and Bid Authorization for Water Pollution Control Facility Pavement Rehabilitation Project, CIP #26-04

RECOMMENDATION FOR ACTION: Staff recommends the City Council approve Resolution No. _____, to 1) Create a new capital project, Water Pollution Control Facility Pavement Rehabilitation Project, CIP 26-04; and 2) Approve the plans & specifications and authorize bid advertisement.

Approved RESOLUTION NO. 8484, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE THE PLANS AND SPECIFICATIONS AND AUTHORIZE BID ADVERTISEMENT FOR THE WATER POLLUTION CONTROL FACILITY PAVEMENT REHABILITATION PROJECT, CIP #26-04.

11. SUBJECT: Award a Construction Contract to Ariza Construction and Appropriate Funding for the WPCF Pond 9 Biosolids Drying and Removal, CIP 26-03

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, to 1) Approve the reallocation of \$580,000 of Sewer Enterprise Funds from WPCF Biosolids, CIP 10-11, to WPCF Pond 9 Biosolids Drying and Removal, CIP 26-03; and 2) Award a construction contract with Ariza Construction, Inc. in the amount of \$438,669 for the WPCF Pond 9 Biosolids Drying and Removal Project, CIP 26-03 and authorization for a contract contingency of up to 25% of the contract award amount (\$109,667.00).

Adopted RESOLUTION NO. 8485, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CONSTRUCTION CONTRACT FOR THE WPCF POND 9 BIOSOLIDS DRYING AND REMOVAL PROJECT, CIP 26-03 AND APPROPRIATE PROJECT FUNDING.

12. SUBJECT: Approve Consultant Amendment #18 with Wood Rodgers for Consulting Services for the Lower Cache Creek Flood Risk Reduction Project, CIP 22-16

RECOMMENDATION FOR ACTION: Staff recommends the City Council approve Resolution No. _____, authorizing the City Manager to authorize the consultant services amendment #18 with Wood Rodgers for the Lower Cache Creek Flood Risk Reduction Project for an amount up to \$150,000.

Approved RESOLUTION NO. 8486, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, APPROVING CONSULTANT AMENDMENT #18 WITH WOOD RODGERS FOR ENGINEERING CONSULTING SERVICES FOR THE LOWER CACHE CREEK FLOOD RISK REDUCTION PROJECT, CIP# 22-16.

13. SUBJECT: Request to Approve the Replacement of Police Department Portable Radios

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to 1) Approve the purchase of thirty-four (34) portable radios utilizing Houston-Galveston Area Council Radio

Communications/ Emergency Response Equipment Contract ("Purchasing Contract") #RA05-21; 2) Authorize budget appropriation of \$225,488 to the General Fund (Fund 1101); and 3) Authorize budget appropriation of \$52,251 in the Proposition 172 Fund (Fund 1353).

Adopted RESOLUTION NO. 8487, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PURCHASE OF 34 PORTABLE RADIOS THROUGH A COOPERATIVE PURCHASING ARRANGEMENT, APPROPRIATING \$225,488 IN THE GENERAL FUND (FUND 1101), AND APPROPRIATING \$52,251 IN THE PROPOSITION 172 FUND (FUND 1353).

J. PUBLIC HEARINGS

14. SUBJECT: Introduction and Waiver of First Reading of an Ordinance Amending Woodland Municipal Code Title 16 "Subdivisions" Sections 16.08.020, 16.12.010, 16.12.020, and adding new Section 16.12.025

RECOMMENDATION FOR ACTION: Staff recommends the City Council 1) Introduce and waive the first reading of an Ordinance amending Woodland Municipal Code Title 16 "Subdivisions" Sections 16.08.020, 16.12.010, 16.12.020, and adding new Section 16.12.025; 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.

Assistant Planner Anna Canales and Deputy Director of Community Development Erika Bumgardner presented the item. City Manager Hiatt and Deputy Director Bumgardner answered questions from Council.

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

Mayor Lansburgh closed the public hearing.

On a motion by Councilmember Garcia-Cadena, seconded by Councilmember Moreno and carried on a 5-0 vote, Council Members 1) Introduced and waived the first reading of an Ordinance amending Woodland Municipal Code Title 16 "Subdivisions" Sections 16.08.202, 16.12.010, 16.12.020, and adding new Section 16.12.025; 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

15. SUBJECT: Utility Service Final Notice and Disconnection Processing Fees

RECOMMENDATION FOR ACTION: Staff recommend the City Council hold a public hearing to receive resident input and subsequently adopt Resolution No. _____, authorizing the increase of the City's current Utility Service Final Notice and Disconnection (Shut-Off) Processing fees to be effective July 1, 2025.

Financial Services Manager Karie Farnham presented the item and answered questions from Council.

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

Mayor Lansburgh closed the public hearing.

On a motion by Mayor Pro Tem Stallard, seconded by Councilmember Vega and carried on a 5-0 vote, Council Members adopted RESOLUTION NO. 8488, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE INCREASE OF THE CITY'S UTILITY SERVICE FINAL NOTICE FEE TO \$15 AND THE DISCONNECTION (SHUT-OFF) PROCESSING FEE TO \$75 AND FOR NEW RATES TO BE EFFECTIVE ON JULY 1, 2025.

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

NOES: None

ABSENT: None

ABSTAIN: None

K. REPORTS OF THE CITY MANAGER

16. SUBJECT: Approval of the Military Use Report for the Woodland Police Department for the Period of January 1, 2024 through December 31, 2024 and Approval to Purchase New Unmanned Aircraft Systems and Equipment

RECOMMENDATION FOR ACTION: Staff recommends the City Council review the Police Department's Military Equipment Policy and 1) Adopt Resolution No. _____, approving the Military Equipment Use Annual Report for the Period of January 1, 2024 through December 31, 2024; and 2) Adopt Resolution No. _____, approving the purchase of Unmanned Aircraft Systems and equipment totaling \$22,513.

Chief of Police Ryan Kinnan introduced the item. Deputy Chief Dallas Hyde, Sergeant Jason Drobish and Sergeant Ryan Bowler 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 Vega and carried on a 5-0 vote, Council Members 1) Adopted RESOLUTION NO. 8489, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE WOODLAND POLICE DEPARTMENT'S 2024 MILITARY EQUIPMENT USE ANNUAL REPORT FOR THE PERIOD OF JANUARY 1, 2024 THROUGH DECEMBER 31, 2024; and 2) Adopted RESOLUTION NO. 8490, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PURCHASE OF UNMANNED AIRCRAFT SYSTEM (UAS) EQUIPMENT AND ACCESSORIES FOR THE WOODLAND POLICE DEPARTMENT.

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

NOES: None

ABSENT: None

ABSTAIN: None

17. SUBJECT: Housing Element Annual Housing Progress Report

RECOMMENDATION FOR ACTION: Staff recommends the City Council receive an update on the City of Woodland Housing Element Annual Progress Report.

Housing Analyst Franklin Cui and Deputy Director Bumgardner presented the item and answered questions from Council.

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

Received an update on the City of Woodland Housing Element Annual Progress Report.

18. SUBJECT: Fiscal Year 2025/26 Measure F Spending Plan

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, approving the updated Measure F Spending Plan.

City Manager Hiatt introduced the item. Director of Administrative Services Kim McKinney presented the item.

Director McKinney and City Manager Hiatt 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 Vega and carried on a 5-0 vote, Council Members adopted RESOLUTION NO. 8491, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE UPDATED MEASURE F SPENDING PLAN.

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

NOES: None

ABSENT: None

ABSTAIN: None

19. SUBJECT: Fiscal Year 2025/26 Measure R Spending Plan

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, approving the Measure R Spending Plan.

Director McKinney presented the item and answered questions from Council.

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

On a motion by Councilmember Moreno, seconded by Mayor Pro Tem Stallard and carried on a 5-0 vote, Council Members adopted RESOLUTION NO. 8492, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE UPDATED MEASURE R SPENDING PLAN.

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

NOES: None

ABSENT: None

ABSTAIN: None

L. ADJOURN

Meeting adjourned at 7:44 PM in memory of Mel Lasoya.

Respectfully submitted,

Sarah Lansburgh, CMC, City Clerk