City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

July 15, 2025
6:00 PM

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

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

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.

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.

2. SUBJECT: Long Range Calendar

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

F. PRESENTATIONS

3. SUBJECT: 2025 Woodland Regional Park Preserve Photo Contest Winner

RECOMMENDATION FOR ACTION: Staff recommend the City Council receive a brief presentation and recognize the winner of our 2025 Woodland Regional Park Preserve Photography Contest.

G. CONSENT CALENDAR

4. SUBJECT: Appointment of a Member to the Manufactured Homes Fair Practices Commission

RECOMMENDATION FOR ACTION: Staff recommend the City Council appoint Stacie Lewis as a member of the Manufactured Homes Fair Practices Commission.

5. SUBJECT: Salary Schedule Effective July 1, 2025

RECOMMENDATION FOR ACTION: Staff recommend the City Council approve the Salary Schedule effective July 1, 2025.

6. SUBJECT: Special Assessment Tax Roll Collections - Fiscal Year 2025/26

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, Requesting Collection of Charges on the Fiscal Year 2025/26 Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and Community Facilities Districts described herein.

7. SUBJECT: Community Services Department Quarterly Status Report for the Fourth Quarter FY25

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

8. SUBJECT: Approval to Cast City Ballot for Springlake Fire Protection District Prop 218 Assessment

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, approving the proposed property assessment under Proposition 218 for parcels owned by the City within the Springlake Fire Protection District, and to approve casting a “Yes” vote on the assessment ballot and authorizing the City Manager to submit the ballot on behalf of the City.

9. SUBJECT: Receive and File the Manufactured Home Fair Practices Commission Annual Report for the 2024 Program Year

RECOMMENDATION FOR ACTION: Staff recommend the City Council receive and file the Manufactured Home Fair Practices Commission Annual Report for the 2024 program year.

10. SUBJECT: Certification of the 2025 Sewer System Management Plan

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, certifying the 2025 Revised Sewer System Management Plan.

11. SUBJECT: Award Construction Contract for the Downtown Parking Lot Rehabilitation Project, CIP 24-09 and the First Street Parking Lot Rehabilitation Project, CIP 24-13

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. ______,
1) Waiving the minor bid irregularity and approving a construction contract for the Downtown Parking Lot Rehabilitation Project, CIP 24-09 and the First Street Parking Lot Rehabilitation Project, CIP 24-13, awarding the construction contract in the amount of $376,572.19 to JB-TC Ventures LLC (DBA JB Bostick Company), authorizing a contract contingency up to 20% ($75,314.44), and authorizing the City Manager to execute the construction contract and change orders; and
2) Approving the first amendment to the consultant services agreement with Associated Engineering Consultants, Inc. (AEC) for staff augmentation services related to CIP 24-09 in the amount of $68,632 bringing the total contract amount to $152,863.75, authorizing a contract contingency up to 20% of the first amendment ($13,726.40), and authorizing the City Manager to execute amendments; and
3) Approving the first amendment to the consultant services agreement with AEC for staff augmentation services related to CIP 24-13 in the amount of $44,352 bringing the total contract amount to $128,583.75, authorizing a contract contingency up to 20% of the first amendment ($8,870.40), and authorizing the City Manager to execute amendments.

12. SUBJECT: Allocate Funding and Award Construction Contract for the Water Pollution Control Facility Grit System and Screw Pump Rehabilitation Project, CIP 24-12

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, to
1) Reallocate $2,500,000 from the Water Pollution Control Facility ("WPCF") Asset Replacement Project, CIP 14-02 to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12;
2) Reallocate $1,500,000 from the Annual Sewer Repair & Replacement Project, CIP 08-21 to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12;
3) Approve the construction contract for the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12, awarding the construction contract in the amount of $3,177,200 to Cushman Contracting Corporation, authorizing a contract contingency up to 10% of the base bid amount ($317,720), and authorizing the City Manager to execute the construction contract and change orders; and
4) Approving a consultant agreement for construction inspection services with WSP USA, Inc., in the amount up to $307,970, authorizing a contract contingency of up to 10% ($30,797), and authorizing the City Manager to execute the agreement and amendments.

13. SUBJECT: Request for the Appropriation of Reserve Balances into the Equipment Replacement Fund (2012) to Purchase Replacement Fleet Vehicles

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, 1) Authorizing the appropriation of $100,000 from the Water (2210) Fund Balance, as well as $100,000 from the Sewer (2220) Fund Balance as an expense transfer into the Equipment Replacement Fund (2012); and 2) Authorize the appropriation of the same $200,000 in the Equipment Replacement Fund (2012) for the purchase of replacement vehicles for 2-107 and 3-107.

14. SUBJECT: Request for the City Manager to Execute a Cooperative Fuel Services Agreement with Interstate Oil

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute a cooperative Fuel Services Agreement with Interstate Oil for card-lock fuel services for a total not to exceed an amount of $1,800,000 through June 30, 2028.

15. SUBJECT: Authorize Purchase Authority for Magnesium Hydroxide for the Water Pollution Control Facility

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute the Water Pollution Control Facility's purchase of magnesium hydroxide from Hill Brothers Chemical Company for a total of $268,000.

16. SUBJECT: Authorize a One-Year Renewal of San Joaquin Chemicals, Inc. Contract for a Total Not-To-Exceed Amount of $215,500 for the Purchase of Coagulants in Fiscal Year 2026

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute the second one-year renewal of the San Joaquin Chemicals, Inc. contract for a total amount of $215,500 for the purchase of coagulants in Fiscal Year 2026.

H. PUBLIC HEARINGS

17. SUBJECT: Proposed Solid Waste Service Rate Increase

RECOMMENDATION FOR ACTION: Staff recommend the City Council:
1) Hold a public hearing to consider adopting increases to the rates for collection and handling of solid waste, recycling, and organic waste services within the City;
2) Consider all protests, including any written protests submitted prior to the close of the public hearing, tabulate ballots;
3) If a majority protest exists, do not approve the proposed increase to customer rates for garbage collection service; and
4) If no majority protest exists, adopt Resolution No. _____, establishing new customer rates for garbage collection service, effective September 1, 2025.

18. SUBJECT: Fiscal Year 2025/2026 Community Development Block Grant Annual Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan, and Authorization for Submittal of the Action Plan and the Consolidated Plan

RECOMMENDATION FOR ACTION: Staff recommend the City Council take the following actions:
1) Hold a public hearing to receive community input on the Fiscal Year 2025/2026 Community Development Block Grant Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan;
2) Adopt Resolution No. _____, approving the 2025-2029 Community Development Block Grant Consolidated Plan in substantially the same form as presented to the City Council with the Fiscal Year 2025/26 Community Development Block Grant Action Plan funding allocations and incorporating any public input received during the public comment period;
3) Direct staff to complete the Fiscal Year 2025/2026 Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan, as well as any other related documents required by the U.S. Department of Housing and Urban Development, incorporating the adopted funding allocations and submit both documents to the U.S. Department of Housing and Urban Development;
4) Authorize the City Manager to execute any agreements, contracts, or other documents with the appropriate entities to carry out the Community Development Block Grant-funded activities; and
5) Authorize the Administrative Services Director to make the budget allocations as specified.

19. SUBJECT: Waste Management Liens

RECOMMENDATION FOR ACTION: Staff recommend the City Council conduct a Public Hearing to receive input from property owners and adopt Resolution No. _____, requesting collection of charges on the 2025-26 tax roll.

20. SUBJECT: 2025 Weed Abatement Program Parcels Not in Compliance

RECOMMENDATION FOR ACTION: Staff recommend the City Council 1) Conduct a public hearing; and 2) Adopt Resolution No. _____, to hear and approve the list of parcels that were out of compliance with weed abatement requirements for the year 2025 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City for the cost of removal of weeds, refuse, and dirt from the properties.

I. REPORTS OF THE CITY MANAGER

21. SUBJECT: Appropriation of $1,500,000 in Affordable Housing Funds in Connection with Tupelo Family Apartments

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____,
1) Approving an appropriation of $1,500,000 from the Affordable Housing In-Lieu Fees Fund (1327) and authorizing the Finance Officer to amend the Fiscal Year 2026 budget as necessary;
2) Authorizing the City to enter into a Loan Agreement with Yolo County Housing or its affiliates for the development of Tupelo Family Apartments;
3) Approving a fifty-five-year residual receipts loan in the amount of $1,500,000 with three percent (3%) simple interest for Tupelo Family Apartments;
4) Authorizing the City to enter into a regulatory agreement and declaration of restrictive covenants with Tupelo Family Apartments to ensure the affordability of the project for a term of not less than 55 years; and

5) Authorizing the City Manager to execute the Loan Agreement and regulatory agreement 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 loans and ensure the affordability of the project.

22. SUBJECT: Approve a Contract for a Public Art Project at the Woodland Aquatic Center

RECOMMENDATION FOR ACTION: Staff recommend the City Council 1) Receive a presentation regarding the selected artwork and artist; and 2) Adopt Resolution No. _____, appropriating $100,000 from the Art in Public Places funds in the General Fund and authorizing the City Manager to enter into a public art agreement with artist Brian Valenzuela for the creation and installation of a tile mural at the Woodland Aquatic Center.

J. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority meeting of the City of Woodland scheduled for July 15, 2025 was posted on July 11, 2025 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

Sarah Lansburgh

Sarah Lansburgh, CMC
City Clerk

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such requests must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st.
Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.