



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

December 9, 2025
6:00 PM

JOINT SPECIAL 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 recommends that the City Council receive the Long Range Calendar for informational purposes only.

F. PRESENTATIONS

3. SUBJECT: Yolo LAFCo Presentation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation from Yolo LAFCo.

G. CONSENT CALENDAR

4. SUBJECT: Parks and Recreation Commission Meeting Minutes for July 2025

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the minutes from the July 28, 2025, Parks and Recreation Commission Meeting.

5. SUBJECT: City Council Meeting Minutes of November 18, 2025.

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of November 18, 2025.

6. SUBJECT: Request for a Supplemental Appropriation to Complete the Upfit for Replacement Fleet Vehicle 2-108 (Authorized Under Resolution No. 8543)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. ____ to:

1. Authorize a supplemental appropriation of \$15,000 from the Sewer (2220) reserve balance into the Equipment Replacement Fund (2012) to complete the upfit for replacement fleet vehicle 2-108 purchased under Resolution No. 8543;
2. Authorize the appropriation of the same \$15,000 within the Equipment Replacement Fund (2012) for the upfit of vehicle 2-108; and
3. Authorize the Fleet and Facilities Manager to proceed with the revised upfit through Knapheide's authorized distributor and take all necessary actions to complete the vehicle build.

7. SUBJECT: Create New Capital Improvement Project, the 2027 Water & Sewer Replacement Project, CIP 26-02, Appropriate Project Funding, and Approve Design Agreement with Laugenour and Meikle, Inc., for the 2027 Water & Sewer Replacement Project, CIP 26-02

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ to:

1. Create a Capital Improvement Project for the 2027 Water & Sewer Replacement Project, CIP 26-02;
2. Appropriate \$228,000 from the Water Enterprise Fund, Fund 2210, into CIP 26-02;

3. Appropriate \$200,000 from the Sewer Enterprise Fund, Fund 2220, into CIP 26-02; and
4. Authorize the City Manager to execute a consultant agreement with Laugenour & Meikle, Inc., in the amount of \$332,700 for design of the 2027 Water & Sewer Replacement Project, CIP 26-02, and authorize a contingency of up to 10% (\$33,270).

8. SUBJECT: License Agreement with BZ-Bee Pollination for Bee Storage Yards

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to enter into a License Agreement with BZ-Bee Pollination, Inc. for Bee Storage Yards on portions of City-owned property.

H. REPORTS OF THE CITY MANAGER

9. SUBJECT: Rotation of Mayor and Mayor Pro Tempore

RECOMMENDATION FOR ACTION: Staff recommends that the City Council designate the Council members to serve as Mayor and Mayor Pro Tempore for the following year, effective at the first regular meeting in December 2025.

I. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the City Council/ Woodland Finance Authority of the City of Woodland Special Meeting scheduled for December 9th, 2025, was posted on December 5, 2025 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

Marissa Kersey
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.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: D.1
SUBJECT: General Public Comments

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Ken Hiatt
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: E.2
SUBJECT: Long Range Calendar

Recommendation for Action: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.



Ken Hiatt
City Manager

Attachments:

1. Council Long Range Calendar

CITY COUNCIL LONG RANGE CALENDAR

December 16th

REGULAR MEETING

Approve 2026 Council Calendar
Approve 2026 Council Assignments
Approving Consultant Agreement for Main Street Complete Streets, CIP 22-13
Approving Consultant Agreement for SS4A Safety Action Plan, CIP 25-03
Second Amendment to Operating Agreement with the Woodland Opera House
Purchase of Replacement for Vehicle 2-004
Appropriate \$260,000 to Upfit the Collections Division CCTV Van
Approving Job Descriptions and Salary Schedule
Approve Contract with LSL for Financial Auditing Services
Approve Maintenance CFD Annual Reports
Annual AB 1600 Report
Measure R and F Annual Reports
Presentation on Woodland Cemetery

January 6th

(Tentative) REGULAR MEETING

January 20th

REGULAR MEETING

Martin Luther King Jr. Youth Essay Contest Winner Presentation
Camping Ordinance Update
Shopping Cart Ordinance Update
Approving a Declaration of Surplus Property at 3 Well Sites
Request for Additional Funding for the Library Eave and Roof Replacement Project

February 3rd

REGULAR MEETING

Sewer and Water Rate Study Presentations
New Fire Station RFP

Future Topics / Study Sessions:

Solar PPA Buyout – Terra Verde (TBD) Animal Services Governance Model (TBD) Yolo Active Transportation Corridors Project Presentation (TBD) YTD Short Range Transit Plan (TBD)

Updated 12/5/2025



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: F.3
SUBJECT: Yolo LAFCo Presentation

Recommendation for Action: Staff recommends that the City Council receive a presentation from Yolo LAFCo.



Ken Hiatt
City Manager

Attachments:

1. LAFCo presentation (Woodland)

LAFCo: Your Partner in Smart Growth

Yolo LAFCo and Local Government Overview

December 9, 2025



Why LAFCo?

Local Agency Formation Commissions

- ◆ Post-WWII population boom and increased car mobility moved population out of cities and into suburbs
- ◆ Proliferation of developers seeking special districts as means to provide services led to inefficiency
- ◆ Deteriorating city revenues created annexation land grabs
- ◆ State concern about misuse of land resources
- ◆ 1961 State Boundary Commission created (and failed)
- ◆ **1963 State created LAFCos in every county for local control**



LAFCo's Legislative Intent

Cortese-Knox-Hertzberg Local Government Reorganization Act (a.k.a. “CKH” or “LAFCo Law”)

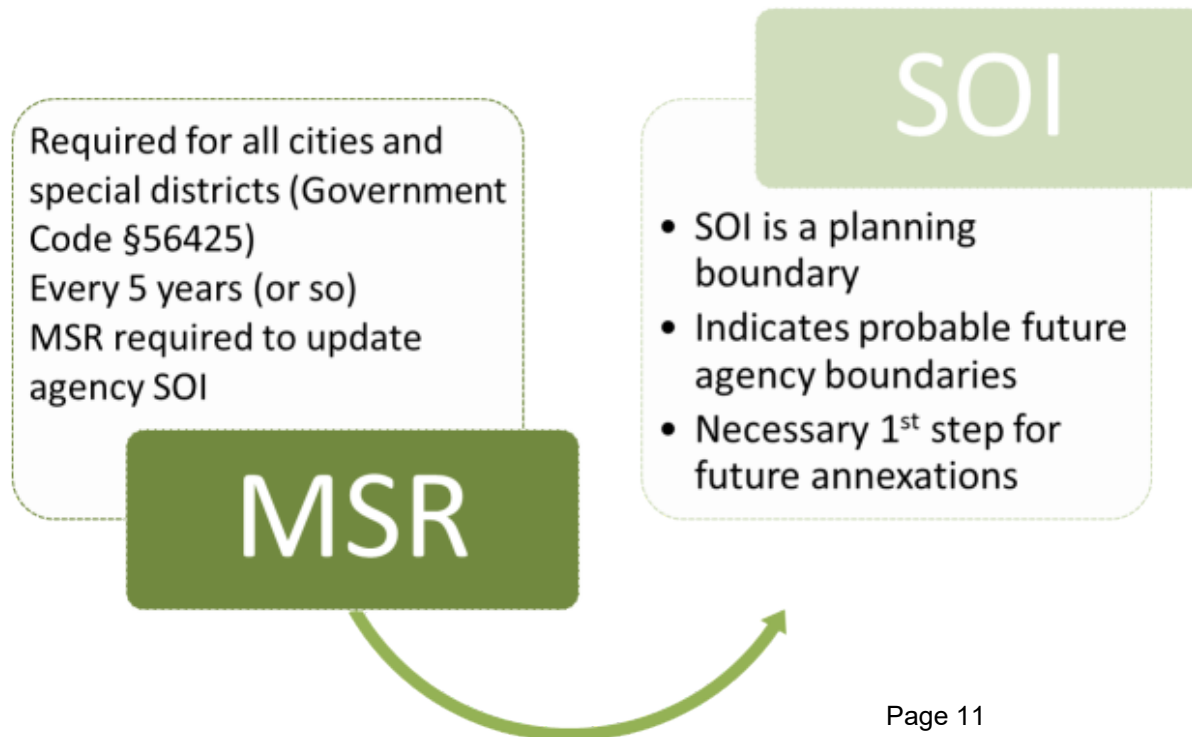
“Discouraging urban sprawl, preserving open-space and prime agricultural lands, efficiently providing government services and encouraging the orderly formation and development of local governmental agencies based upon local conditions and circumstances...”

In short: We organize local government to promote efficient community services and protect ag/open space

How do LAFCos achieve this intent?

1. Function as a think tank or research institute to help shape the evolution of local government countywide

This legislative intent became “Municipal Service Reviews” conducted every 5 years. MSR’s study capacity, financial ability, and accountability and evaluates structure, governance, and operation and possible areas for improvement, efficiencies, and/or coordination



How do LAFCos achieve this intent?

2. Implement “changes of organization” (often as anticipated or suggested by MSR/SOI studies) as requested or LAFCo initiated

- ◆ *Create new or dissolve outdated districts (formation/dissolution)*
- ◆ *Expand or decrease size of agencies (annexations/detachments)*
- ◆ *Clean up and simplify districts (mergers/consolidations)*
- ◆ *Change authorized services for districts*
- ◆ *Authorize extending services outside agency boundaries (in certain situations where needed)*

LAFCo decisions affect local government structure/efficiencies, urban form, public services, infrastructure, and government finances

What other things does Yolo LAFCo do that supports our mission?

3. Shared Services

- ◆ Other informational studies:
 - ◆ Yolo County Animal Services Governance Study (2013)
 - ◆ Yolo Broadband Strategic Plan (2015)
 - ◆ MSRs on certain Joint Powers Authorities (began 2017+)
 - ◆ Agency Website Transparency Scorecard (began 2017+)

- ◆ Act as a convener to facilitate collaborative conversations:
 - ◆ YED-Talks (began 2012+ paused in 2025)
 - ◆ Bring local agencies together as-needed to resolve regional issues

Special Districts Overseen by LAFCo

Cemetery Districts (6)

Community Services Districts (4)

County Service Areas (7)

Drainage District (1)

Fire Protection Districts (15)

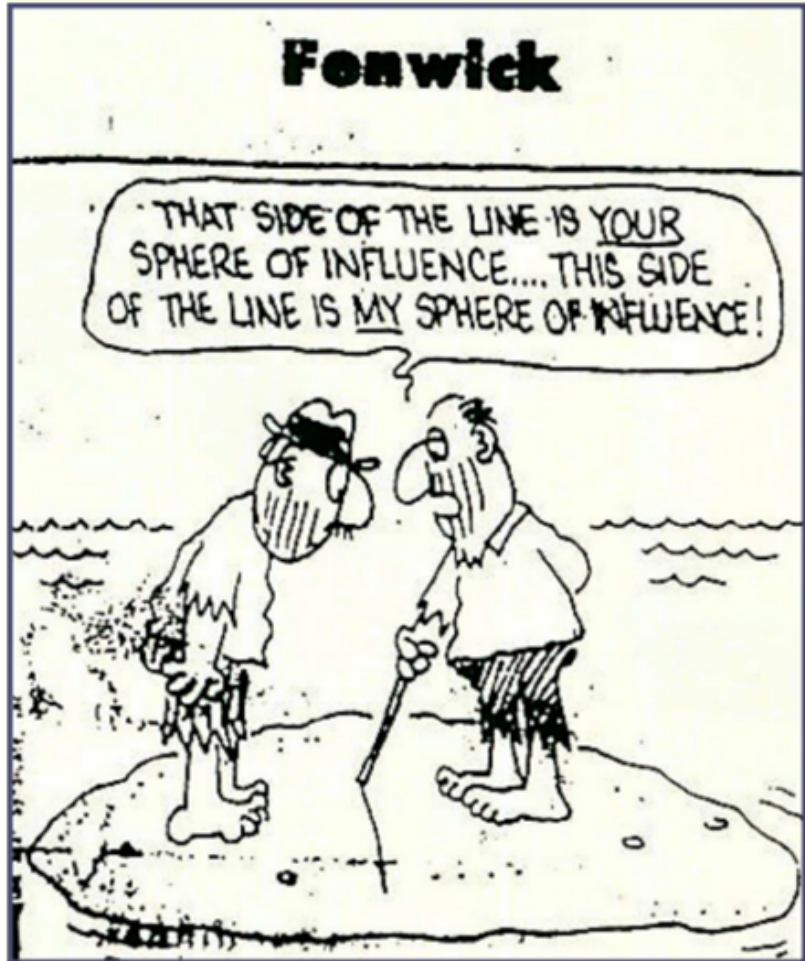
Reclamation Districts (10)

Resource Conservation District (1)

River Port District (1)

Irrigation Districts (2)

Total Special Districts = 47



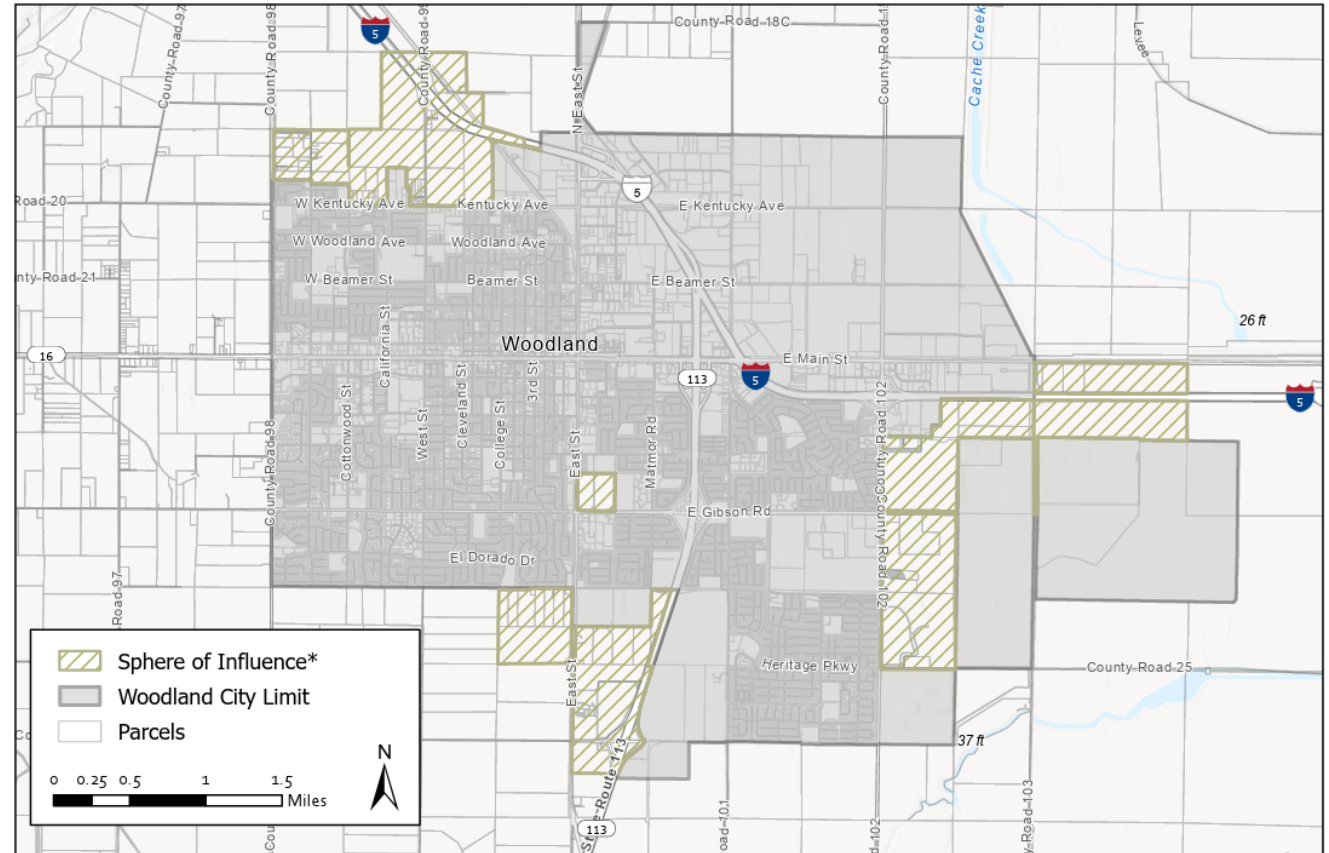
LAFCo's work with Yolo cities:

- ◆ Managing city-county interface
- ◆ Growth via annexations
- ◆ Municipal services
- ◆ Authorizing extended services outside cities (in certain circumstances)

City of Woodland Growth

- ◆ Voter approved an Urban Limit Line in 2006
- ◆ Allows room to grow
- ◆ City Adopted a comprehensive 2035 General Plan Update in 2017
- ◆ LAFCo aligned the City's SOI with its Urban Limit Line in 2018

City of Woodland Boundary and Sphere of Influence



*City of Woodland Urban Limit Line is coincident with the Sphere of Influence

Revised: November 22, 2024



LAFCo Composition

- ◆ County Members (2 regular, plus 1 alternate) are County Supervisors
- ◆ City Members (2 regular, plus 1 alternate) are City Council
- ◆ Public Member (1 regular, plus 1 alternate) at large

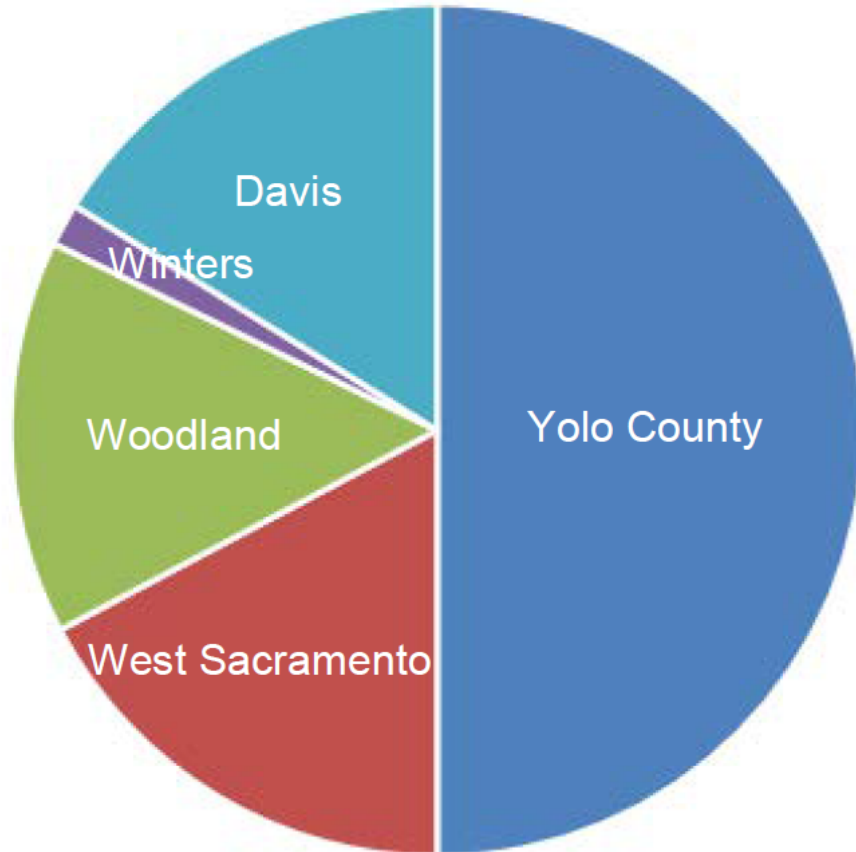
Regular Members

- ▶ Bill Biasi, City Member (2026)
- ▶ Lucas Frerichs, County Member (2026)
- ▶ Gloria Partida, City Member (2028)
- ▶ Oscar Villegas, County Member (2027)
- ▶ Pamela Miller, Public Member (2027)

Alternate Members

- ▶ Erik Vink, Public Member Alternate (2029)
- ▶ Tania Garcia-Cadena, City Member Alternate (2028)
- ▶ Sheila Allen, County Member Alternate (2028)

LAFCo Apportionment



LAFCo Budget

Budget for FY 2025/26 is \$691,291

Per state law, our budget is funded

- ◆ 50% by Yolo County
- ◆ 50% by cities (apportioned by tax revenues and population)

Information Resources

Links to our most recent MSR are on our website:

<https://www.yololafco.org/municipal-service-reviews-spheres-of-influence-studies>

Information on Meetings, Reports, Applications, Policies, and Presentations

The screenshot shows the homepage of the Yolo Local Agency Formation Commission (Yolo LAFCO). At the top left is the logo with the text "Yolo LAFCO" and "Collaboration for Better Government" below it. To the right of the logo is a search bar with "Search..." and a "Go!" button, and a "Contact Us" link. Below the logo and search bar is a navigation menu with the following items: Home, About Us, Meetings, Local Agencies, Studies, Proposal Applications, Resource Library, and YED-Talks. The main content area features a large image of grapevines with clusters of blue and red grapes. Below the image is a green banner with the text "Welcome" and "Welcome to the Yolo Local Agency Formation Commission website." Below the banner is a section titled "Our Mission" with the text: "The mission of the Yolo Local Agency Formation Commission (Yolo LAFCO) is to provide professional, innovative, and proactive leadership in the implementation of the policies of the Yolo LAFCO to..." and a "READ MORE >" link. To the right of the "Our Mission" section is a "QUICKLINKS" section with three items: "Meetings" with a right-pointing arrow icon, "Notices" with a megaphone icon, and "Commissioners" with a person icon.

Questions/Staff Contact Info

- ◆ **Christine Crawford**, Executive Officer
Office (530) 666-8058
Mobile: (916) 798-4618
- ◆ **JD Trebec**, Deputy Executive Officer
Office (530) 666-8046
- ◆ **Desirae Leverett**, LAFCo Administrative Specialist I
Office: (530) 666-8048
- ◆ **Eric May**, LAFCo Counsel
Office: (530) 666-8278



Website: www.yololafco.org



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: G.4
SUBJECT: Parks and Recreation Commission Meeting Minutes
for July 2025

Recommendation for Action: Staff recommends that the City Council receive the minutes from the July 28, 2025, Parks and Recreation Commission Meeting.

Staff Contact: Kris Bain, Community Services Program Manager, (530) 661-2002, kris.bain@cityofwoodland.gov

Discussion: The minutes from the July 28, 2025, Parks & Recreation Commission meetings were approved at the Parks and Recreation Commission meeting on October 27, 2025.

Conclusion: Staff recommends that the City Council receive the minutes from the July 28, 2025, Parks and Recreation Commission Meeting.

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Ferrara, Community Services Director



Ken Hiatt
City Manager

Attachments:

1. Parks and Recreation Commission Minutes July 28, 2025

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



CITY OF
WOODLAND
CALIFORNIA

Parks & Recreation Commission Meeting –

Monday, July 28, 2025

6:30 PM

A. CALL TO ORDER

6:30 pm

B. ROLL CALL

Parks & Recreation Commissioners Present: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder

Absent:

Excused: Vice Chair Adam Kirchgessner

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

- 1. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for June 23, 2025

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the June 23, 2025 meeting minutes.

On a motion by Commissioner Carla White-Snyder, seconded by Commissioner Magalean Martin and carried on a 4-0 vote, Parks & Recreation Commissioners approved the Parks & Recreation Commission Meeting Minutes for June 23, 2025

AYES: Chair, Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Vice Chair, Adam Kirchgessner

E. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Parks & Recreation Commission on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Commission and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent, if any. The Chair 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 WoodlandCSD@cityofwoodland.gov. Written Comments received at least two (2) hours prior to the scheduled start time of the Parks & Recreation Commission meeting will be provided to the Commission 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 Parks & Recreation Commission meeting and during the Commission meeting will be provided to the Parks & Recreation Commission the day following the Commission 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.

F. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

This is an opportunity for the Parks & Recreation Commission members and staff to make comments and announcements to express concerns, or to request the Commission's consideration of any items a Commission member would like to discuss at a future Commission meeting.

Commissioner White-Snyder addressed the need for maintenance on Ferns Park's horseshoe pits. Chair Murrieta addressed the cracks at Beamer Park's tennis courts.

G. BUSINESS ITEMS

2. Election of Officers

On a motion by Commissioner Jon-Paul Valcarengi, seconded by Commissioner Carla White-Snyder and carried on a 4-0 vote, the Parks & Recreation Commissioners appointed Commissioner Kirchgessner to the chair of the Parks & Recreation Commission through June 30, 2026.

AYES: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarengi, Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Commissioner Kirchgessner

On a motion by Commissioner Jon-Paul Valcarengi, seconded by Commissioner Carla White-Snyder and carried on a 4-0 vote, the Parks & Recreation Commissioners appointed Commissioner Murrieta to the vice chair of the Parks & Recreation Commission through June 30, 2026.

AYES: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarengi, Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Commissioner Kirchgessner

3. Standing Committee Report

- Facilities Committee
- Program & Department Evaluation
- Budget & Finance Committee
- Urban Forest Committee
- Volunteerism Committee

The Facilities Committee will connect with staff to coordinate monthly park tours for the upcoming year.

4. Approve Commissioner Absence Request

On a motion by Commissioner Magalean Martin, seconded by Commissioner Jon-Paul Valcarengi and carried on a 4-0 vote, Parks & Recreation Commissioners approved Commissioner White-Snyder's absence from the September meeting on September 22, 2026.

AYES: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarengi, Commissioner Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Vice Chair Kirchgessner

H. REPORT OF THE STAFF

5. SUBJECT: Community Services Department Staff Report for July 28, 2025

RECOMMENDATION FOR ACTION: The Parks & Recreation Commission will receive the CSD staff report for July 28, 2025

Staff provided verbal updates.

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

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission receive the Community Services Department Quarterly Status Report for the Fourth Quarter of FY25.

Staff provided verbal updates.

I. NEXT MEETING

7. The next Parks & Recreation Commission meeting is scheduled for September 22, 2025.

J. ADJOURN

On a motion by Commissioner Jon-Paul Valcarengi, seconded by Commissioner Carla White-Snyder and carried on a 4-0 vote, the Parks and Recreation Commissioner adjourned the meeting at 7:00 pm.

AYES: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarengi, Commissioner Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Vice Chair Kirchgessner



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: G.5
SUBJECT: City Council Meeting Minutes of November 18, 2025.

Recommendation for Action: Staff recommends the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of November 18, 2025.



Ken Hiatt
City Manager

Attachments:

1. Draft Minutes 11.18.2025

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



CITY OF
WOODLAND
CALIFORNIA

Regular Meeting Minutes

Tuesday, November 18, 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 6:00PM.

B. ROLL CALL

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

Absent: None

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Mayor Pro Tem Stallard.

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

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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. Mayor Lansburgh issued a Mayoral Proclamation recognizing November as Native American Heritage Month. Accepting the

Proclamation was Gayle Totton, Tribal Resources Manager with Yocha Dehe Wintun Nation.

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: Woodland Public Library Annual Report FY 2024-2025

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation on the 2024-2025 Woodland Public Library Annual Report by Library Services Director Greta Galindo.

Library Director Greta Galindo provided a presentation on the item and answered questions from Council. Mayor Lansburgh invited public comment. No comments were received.

Council received the presentation on the 2024-2025 Woodland Public Library Annual Report.

G. CONSENT CALENDAR

Mayor Lansburgh invited public comment. Speaking from the public was Jessica Hubbard with the Yolo Community Foundation. 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. 4 through 15.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

4. SUBJECT: Proclamation Recognizing the Honorees of the Yolo Philanthropy Awards

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation recognizing the honorees of the Yolo Philanthropy Awards.

Adopted a Proclamation RECOGNIZING THE 2025 YOLO PHILANTHROPY AWARDS HONOREES.

Councilmember Garcia-Cadena presented the proclamation to the honorees of the Yolo Philanthropy Awards and Jessica Hubbard, Executive Director of the Yolo Community Foundation.

5. SUBJECT: Proclamation Commemorating the Semiquincentennial Anniversary of the Founding of the United States.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council

adopt a proclamation commemorating the semiquincentennial celebration of the founding of the United States of America.

Adopted a Proclamation COMMEMORATING THE SEMIQUINCENTENNIAL CELEBRATION OF THE FOUNDING OF THE UNITED STATES OF AMERICA.

Mayor Pro Tem Stallard presented the proclamation to Vicki Klein, Regent and Jeanne Powell, Honorary Regent of the Sacramento Chapter of the National Society Daughters of the American Revolution.

6. SUBJECT: City Council Meeting Minutes of October 7, 2025 and October 21, 2025.

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meetings of October 7, 2025 and October 21, 2025.

Adopted the minutes of the Joint Regular City Council/ Woodland Finance Authority Meetings of October 7, 2025 and October 21, 2025.

7. SUBJECT: Final Acceptance and Notice of Completion for CIP 14-02, Water Pollution Asset Replacement (Headworks Screw Pump No. 2)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ to accept the Water Pollution Asset Replacement of Headworks Screw Pump No. 2, CIP 14-02, as complete and authorize the City Clerk to file a Notice of Completion.

Adopted Resolution No. 8585 to accept the Water Pollution Asset Replacement of Headworks Screw Pump No. 2, CIP 14-02, as complete and authorize the City Clerk to file a Notice of Completion.

8. SUBJECT: Agreement between the City of Woodland and the Community Care Car Organization

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a License Agreement with the Community Care Car organization.

Adopted Resolution No. 8586, authorizing the City Manager to execute a License Agreement with the Community Care Car organization.

9. SUBJECT: Resolution Accepting the Public Improvements for Subdivision Final Map 5221 Ruby Estates.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the public improvements for Subdivision Final Map 5221 Ruby Estates.

Adopted Resolution No. 8587, accepting the public improvements for Subdivision Final Map 5221 Ruby Estates.

10. SUBJECT: 2025 Kevin & Lorie Haarberg Gymnasium Maintenance Project

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the appropriation of \$67,000 from the Recreation Enterprise Fund (Fund 2253) for the maintenance of the Kevin & Lorie Haarberg Gymnasium at the Woodland Community & Senior Center.

Adopted Resolution No. 8588, authorizing the appropriation of \$67,000 from the Recreation Enterprise Fund (Fund 2253) for the maintenance of the Kevin & Lorie Haarberg Gymnasium at the Woodland Community & Senior Center.

11. SUBJECT: Receive report on the WPCF 2025 West Levee Effluent Pipe Emergency Repairs and approve the emergency work, CIP 14-15

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a report on emergency repairs and adopt Resolution No. _____ to:

- 1.) Approve the emergency work for the WPCF 2025 West Levee Effluent Pipeline Emergency Repair Project, CIP 14-15 up to the amount of \$175,000, and
- 2.) Approve a construction contingency of up to \$175,000 for a total contract not to exceed \$350,000.

Received a report on emergency repairs and adopt Resolution No. 8589 to: 1.) Approve the emergency work for the WPCF 2025 West Levee Effluent Pipeline Emergency Repair Project, CIP 14-15 up to the amount of \$175,000, and 2.) Approve a construction contingency of up to \$175,000 for a total contract not to exceed \$350,000.

12. SUBJECT: Appropriating Project Funding for the WPCF Pond 9 Biosolids Drying and Removal Project, CIP 26-03

RECOMMENDATION FOR ACTION: Staff recommend that the City Council adopt Resolution No. _____, to:

- 1.) Approve the reallocation of \$230,000 of Sewer Enterprise Funds from WPCF Biosolids, CIP 10-11, to WPCF Pond 9 Biosolids Drying and Removal, CIP 26-03 for a total budget of \$810,000; and
- 2.) Approve additional construction contingencies of up to \$251,664 (57%) for a total contract amount not to exceed \$800,000 with Ariza Construction, Inc.

Adopted Resolution No. 8590, to: 1.) Approve the reallocation of \$230,000 of Sewer Enterprise Funds from WPCF Biosolids, CIP 10-11, to WPCF Pond 9 Biosolids Drying and Removal, CIP 26-03 for a total budget of \$810,000; and 2.) Approve additional construction contingencies of up to \$251,664 (57%) for a total contract amount not to exceed \$800,000 with Ariza Construction, Inc.

13. SUBJECT: Allocation of \$5,000 from the Public Art Fund for a Painted Mural on the North Wall of 327 College Street, the Midtown Theater Building (former Porter Theater)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

- 1.) Approve the allocation of \$5,000 from the Public Art Fund to support the creation and installation of a new painted mural on the north façade of the former Porter Theater building on College Street (facing the adjacent City parking lot); and,
- 2.) Authorize the Community Development Director (or designee) to execute any related agreements and take all actions necessary to implement the project consistent with the Public Art Ordinance.

Adopted Resolution No. 8591 to: 1.) Approve the allocation of \$5,000 from the Public Art Fund to support the creation and installation of a new painted mural on the north façade of the former Porter Theater building on College Street (facing the adjacent City parking lot); and, 2.) Authorize the Community Development Director (or designee) to execute any related agreements and take all actions necessary to implement the project consistent with the Public Art Ordinance.

14. SUBJECT: Approve Contract with HdL Companies for Cannabis Compliance Audits

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a two (2) year contract with HdL Companies for independent auditing services of Cannabis businesses operating within the City for fiscal years FY2023/24 through FY2025/26.

Adopted Resolution No. 8592, authorizing the City Manager to execute a two (2) year contract with HdL Companies for independent auditing services of Cannabis businesses operating within the City for fiscal years FY2023/24 through FY2025/26.

15. SUBJECT: Investment Report — June 30, 2025

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Treasurer's Investment Report for the year ending June 30, 2025.

Accepted the Treasurer's Investment Report for the year ending June 30, 2025.

H. PUBLIC HEARINGS

16. SUBJECT: Public Hearing and Adoption of Ordinance Adopting the 2025 California Fire Code and Related Amendments

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

1. Conduct a public hearing.
2. Adopt an Ordinance amending chapter 8.20 of title 8 of the Woodland Municipal Code, adopting by reference the 2025 California Fire Code in its entirety (California Code of Regulations, title 24, part 9), based on the International Fire Code, 2024 edition, with errata, published by the International Code Council, together with the Administrative Chapters 1, 2, and Appendix b, Appendix c, Appendix d, Appendix e, Appendix g, and Appendix p, and certain additions, insertions, deletions and changes thereto, and amending section 15.04.030 of the Woodland Municipal Code amending certain sections of the 2025 California Building Code related to fire protection systems.

Fire Marshall Matt Flint 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 Councilmember Moreno, seconded by Councilmember Garcia-Cadena and carried on a 5-0 vote, Council Members:

1. Held a public hearing, and
2. Adopted an ordinance of the City Council of the City of Woodland amending Chapter 15.04 of the Woodland Municipal Code and adopting by reference the 2025 California Building Standards Code (California Code of Regulations, Title 24), including the 2025 California Building Code, the 2025 California Residential Code, the 2025 California Electrical Code, the 2025 California Mechanical Code, the 2025 California Plumbing Code, the 2025 California Energy Code, the 2025 California existing Code, and the 2025 California Green Building Standards Code, and the 2024 International Property Maintenance Code, the 1997 edition of the uniform Housing Code, and the 1997 Edition

of the Uniform Security Code, together with certain additions, insertions, deletions and changes thereto.

17. SUBJECT: Public Hearing and Adoption of an Ordinance amending Title 15 of the Woodland Municipal Code and adopting the California Building Standards Code and Uniform Codes

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

1. Hold a public hearing.
2. Adopt an ordinance of the City Council of the City of Woodland amending Chapter 15.04 of the Woodland Municipal Code and adopting by reference the 2025 California Building Standards Code (California Code of Regulations, Title 24), including the 2025 California Building Code, the 2025 California Residential Code, the 2025 California Electrical Code, the 2025 California Mechanical Code, the 2025 California Plumbing Code, the 2025 California Energy Code, the 2025 California existing Code, and the 2025 California Green Building Standards Code, and the 2024 International Property Maintenance Code, the 1997 edition of the uniform Housing Code, and the 1997 Edition of the Uniform Security Code, together with certain additions, insertions, deletions and changes thereto.

Community Development Director and City Engineer, Brent Meyer, 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 Councilmember Vega, seconded by Councilmember Moreno and carried on a 5-0 vote, Council Members:

1. Conducted a public hearing, and
2. Adopted an Ordinance amending chapter 8.20 of title 8 of the Woodland Municipal Code, adopting by reference the 2025 California Fire Code in its entirety (California Code of Regulations, title 24, part 9), based on the International Fire Code, 2024 edition, with errata, published by the International Code Council, together with the Administrative Chapters 1, 2, and Appendix b, Appendix c, Appendix d, Appendix e, Appendix g, and Appendix p, and certain additions, insertions, deletions and changes thereto, and amending section 15.04.030 of the Woodland Municipal Code amending certain sections of the 2025 California Building Code related to fire protection systems.

I. REPORTS OF THE CITY MANAGER

18. SUBJECT: Fiscal Year 2025/26 Quarterly Budget Update

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an informational report representing the FY2025/26 First Quarter Budget Update.

City Manager Ken Hiatt introduced the item. Financial Services Manager Karie Farnham presented the item and answered questions from Council along with Administrative Services Director Kim McKinney.

Mayor Lansburgh opened to public comment. No public comment was received.

Council received an informational report representing the FY2025/26 First Quarter Budget Update.

J. ADJOURN

Meeting adjourned at 7:34PM in memory of Betsy Marchand.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: G.6
SUBJECT: Request for a Supplemental Appropriation to Complete the Upfit for Replacement Fleet Vehicle 2-108

Recommendation for Action: Staff recommends that the City Council approve Resolution No. ____ to:

1. Authorize a supplemental appropriation of \$15,000 from the Sewer (2220) reserve balance into the Equipment Replacement Fund (2012) to complete the upfit for replacement fleet vehicle 2-108 purchased under Resolution No. 8543;
2. Authorize the appropriation of the same \$15,000 within the Equipment Replacement Fund (2012) for the upfit of vehicle 2-108; and
3. Authorize the Fleet and Facilities Manager to proceed with the revised upfit through Knapheide's authorized distributor and take all necessary actions to complete the vehicle build.

Staff Contact:

Reece Ulrich, Fleet and Facilities Manager, (530) 661-5828, reece.ulrich@cityofwoodland.gov

Fiscal Impact:

This request seeks a one-time supplemental appropriation of \$15,000 from the Sewer (2220) reserve balance into the Equipment Replacement Fund (2012). This amount is necessary to fund the increased cost of the revised upfit quote and associated sales tax impacts.

Sufficient reserve funding is available in the Sewer (2220) Fund to support this request, and there is no impact to the General Fund.

Background:

On July 15, 2025, the City Council adopted Resolution No. 8543, authorizing the purchase of a replacement fleet vehicle along with the corresponding appropriation of funds. Vehicle 2-108 was then purchased in accordance with that authorization.

After delivery, the upfitter, Royal Truck Body, determined that they could not perform the upfit specified per the City contract. Staff identified an alternate vendor capable of performing the specified upfit.

Discussion:

Following the determination that Royal Truck Body could not complete the upfit, staff reviewed replacement options and obtained a quote from Knapheide's authorized distributor. The revised quote, based on the City's original specifications, was approximately \$15,000 higher than Royal's original estimate, including taxes and fees.

Since the cab and chassis had already been purchased, staff determined that the most efficient course of action was to retain the original upfit with an alternate vendor, which requires adding

additional funding to complete the vehicle build.

City vehicles are upfitted to carry the specialized tools necessary for crews to perform their tasks and are equipped with safety features to protect Public Works staff in their workplace. Proceeding with the original configuration provided by a capable vendor allows the City to maintain fleet readiness and service continuity.

Conclusion:

Staff recommends that the City Council approve Resolution No. ____ to:

1. Authorize a supplemental appropriation of \$15,000 from the Sewer (2220) reserve balance into the Equipment Replacement Fund (2012) to complete the upfit for replacement fleet vehicle 2-108 purchased under Resolution No. 8543;
2. Authorize the appropriation of the same \$15,000 within the Equipment Replacement Fund (2012) for the upfit of vehicle 2-108; and
3. Authorize the Fleet and Facilities Manager to proceed with the revised upfit through Knapheide's authorized distributor and take all necessary actions to complete the vehicle build.

Prepared by: Courtney Morgan, Management Analyst

Reviewed by: Craig Locke, Public Works Director



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution_ 2-108 Supplemental Appropriation

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE SEWER
(2220) RESERVE BALANCE INTO THE EQUIPMENT REPLACEMENT FUND
(2012) TO COMPLETE THE UPFIT FOR A REPLACEMENT FLEET VEHICLE**

WHEREAS, on July 15, 2025, the City Council adopted Resolution No. 8543, authorizing the purchase of a replacement fleet vehicle and the corresponding appropriation of funds; and

WHEREAS, the timely replacement of these vehicles is necessary to maintain operational efficiency and avoid service disruptions within the Water and Collections Divisions; and

WHEREAS vehicle 2-108, authorized under Resolution No. 8543 has been purchased; and

WHEREAS, vehicle 2-108 was scheduled to be upfitted by Royal Truck Body but upon delivery Royal discovered they could not perform the configuration specified by the City contract; and

WHEREAS, Knapheide's authorized distributor is able to perform the City-specified upfit at a cost about \$15,000 higher than the upfit estimate approved on July 15, 2025; and

WHEREAS, additional funding is now required to complete the upfit in accordance with the City's originally approved specifications; and

WHEREAS, the Sewer (2220) reserve balance has sufficient funds to support this one-time supplemental appropriation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. A supplemental appropriation of \$15,000 from the Sewer (2220) reserve balance into the Equipment Replacement Fund (2012) to complete the required upfit for the replacement fleet vehicle purchased under Resolution No. 8543 is approved.

SECTION 2. The appropriation of the same \$15,000 in the Equipment Replacement Fund (2012) for the upfit of vehicle 2-108 is approved.

SECTION 3. The Fleet and Facilities Manager is authorized to proceed with the revised upfit through Knapheide's distributor and to carry out all necessary actions to complete the vehicle build.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a special meeting held on the 9th day of December 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: G.7
SUBJECT: Create New Capital Improvement Project, the 2027 Water & Sewer Replacement Project, CIP 26-02, Appropriate Project Funding, and Approve Design Agreement with Laugenour and Meikle, Inc., for the 2027 Water & Sewer Replacement Project, CIP 26-02

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ to:

1. Create a Capital Improvement Project, the 2027 Water & Sewer Replacement Project, CIP 26-02;
2. Appropriate \$228,000 from the Water Enterprise Fund, Fund 2210, into CIP 26-02;
3. Appropriate \$200,000 from the Sewer Enterprise Fund, Fund 2220, into CIP 26-02; and
4. Authorize the City Manager to execute a consultant agreement with Laugenour & Meikle, Inc., in the amount of \$332,700 for design of the 2027 Water & Sewer Replacement Project, CIP 26-02, and authorize a contingency of up to 10% (\$33,270).

Staff Contact:

Mark Miller, Associate Engineer, 530-661-5968, mark.miller@cityofwoodland.gov

Fiscal Impact:

Funding for the 2027 Water & Sewer Replacement Project, CIP 26-02, (hereafter “Project”) is included in the Final Report and adopted rates from both the 2021 Water Rate Study and the 2021 Wastewater Rate Study. The funding sources include the Water Enterprise Fund in the amount of \$228,000 and the Sewer Enterprise Fund in the amount of \$200,000. This total funding of \$428,000 is expected to cover consultant and staff design costs. The design agreement in the amount of \$332,700 with Laugenour & Meikle, Inc., and the design agreement contingency in the amount of \$33,270 will be fully funded through CIP 26-02.

Staff estimates the total project construction cost will be approximately \$5 to \$6 million. This budget will be updated after design progresses and after construction bids are received. At that time, the necessary additional funds would be transferred to the Project from the Enterprise Funds or from other funded projects, including CIP 09-23, Water System Leak Detection, Maintenance and Repair, and CIP 08-21, Annual Sewer Repair and Replacement. Authorization to Bid and Construction Contract Award will be presented to Council for approval at a future date.

There is no impact to the General Fund.

Background:

CIP 26-02 is the eleventh phase of a multi-year project where Engineering and Operations staff annually identify locations around the City that have the greatest occurrence of water main and water lateral breaks and leaks, and prioritize these locations for repair and replacement. The areas prioritized for replacement are predominantly streets with two-inch (2”) or three-inch (3”) cast iron

water mains located behind sidewalks. These smaller diameter, back-of-walk water mains have been experiencing an increasing number of breaks in recent years due to their location, bury depth, and aging condition. The existing water infrastructure in the 2027 project area ranges between 65 and 85 years old. Approximately 4,000 feet of deficient back-of-walk mains will be removed from service with CIP 26-02. The City is obligated under the State of California's "Water Conservation as a Way of Life" legislation to continue reducing water main breaks and leaks which account for a significant amount of lost water revenue.

Staff periodically evaluate the City sewer collection system according to the Sewer System Management Plan guidelines. Each sewer pipe in the City is assigned a condition rating that is regularly updated with a goal to eliminate sewer spills and provide adequate sewer capacity to residents. The existing sewer pipes within the Project area are between 126 and 94 years old and there are repairs and replacements needed for both the mainline sewer and several sewer lateral lines. The exact scope of sewer repair and replacement work will be evaluated as design progresses.

Discussion:

CIP 26-02 is intended to repair and replace water mains and laterals in the following streets:

- Beamer Street – Elm Street to East Street
- First Street – Beamer Street to North Street
- Second Street – Beamer Street to North Street

Please see the attached vicinity map for the complete Project area. This is an area of the City with small-diameter cast iron water mains located behind sidewalks with six-inch or eight-inch (6" or 8") diameter mains in the street. The Project will replace this distribution network with approximately 6,400 feet of new eight-inch diameter mains in the street and connect services with new polyethylene laterals. Once completed, the Project will result in more reliable water pressure and uninterrupted water service for approximately 135 residences.

The existing sewer system within the Project vicinity consists of six-inch to eighteen-inch (6" to 18") diameter vitrified clay pipelines in the street. These sewers vary in age and condition with some pipes having been installed in the year 1900. Several mainline segments and service laterals within the Project will require open-cut repairs due to the number of cracks, breaks and fractures. It is anticipated that the City will replace any significantly defective sewer laterals and sections of mainlines via open-cut trenching and then return to this area in the future with a trenchless lining project to repair the less severe sewer deficiencies.

Laugenour & Meikle, Inc., (L&M) was selected for the Project through a quality-based selection process and is on the City's on-call list for engineering design firms. The engineering design contract with L&M includes the engineering services required to prepare final plans and specifications and provide assistance during bidding and construction. These design services generally include:

- Project Management, which includes coordination with City Staff and other City consultants, quality assurance, and quality control.
- Base Mapping, which includes conducting a topographic survey and preparing maps.
- Public Improvement Plans, which includes drafting improvement plans for water and sewer main replacement. This typically includes submittal and evaluation of 65% completed plans, 90% completed plans, and final 100% completed plans and design documents, as well as a construction cost estimate.
- Railroad Coordination, which typically includes permit preparation for any proposed pipeline crossings for the railroad along East Street. As design progresses, this task may be eliminated or expanded depending on the condition of the existing pipeline.

- Administration, which includes assistance during the bidding process and construction.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____ to:

1. Create a Capital Improvement Project, the 2027 Water & Sewer Replacement Project, CIP 26-02;
2. Appropriate \$228,000 from the Water Enterprise Fund, Fund 2210, into CIP 26-02;
3. Appropriate \$200,000 from the Sewer Enterprise Fund, Fund 2220, into CIP 26-02; and
4. Authorize the City Manager to execute a consultant agreement with Laugenour & Meikle, Inc., in the amount of \$332,700 for design of the 2027 Water & Sewer Replacement Project, CIP 26-02, and authorize a contingency of up to 10% (\$33,270).

Prepared by: Mark Miller, Associate Engineer

Reviewed by: Tim Busch, P.E., Principal Utilities Civil Engineer
Brent Meyer, P.E., Community Development Director / City Engineer

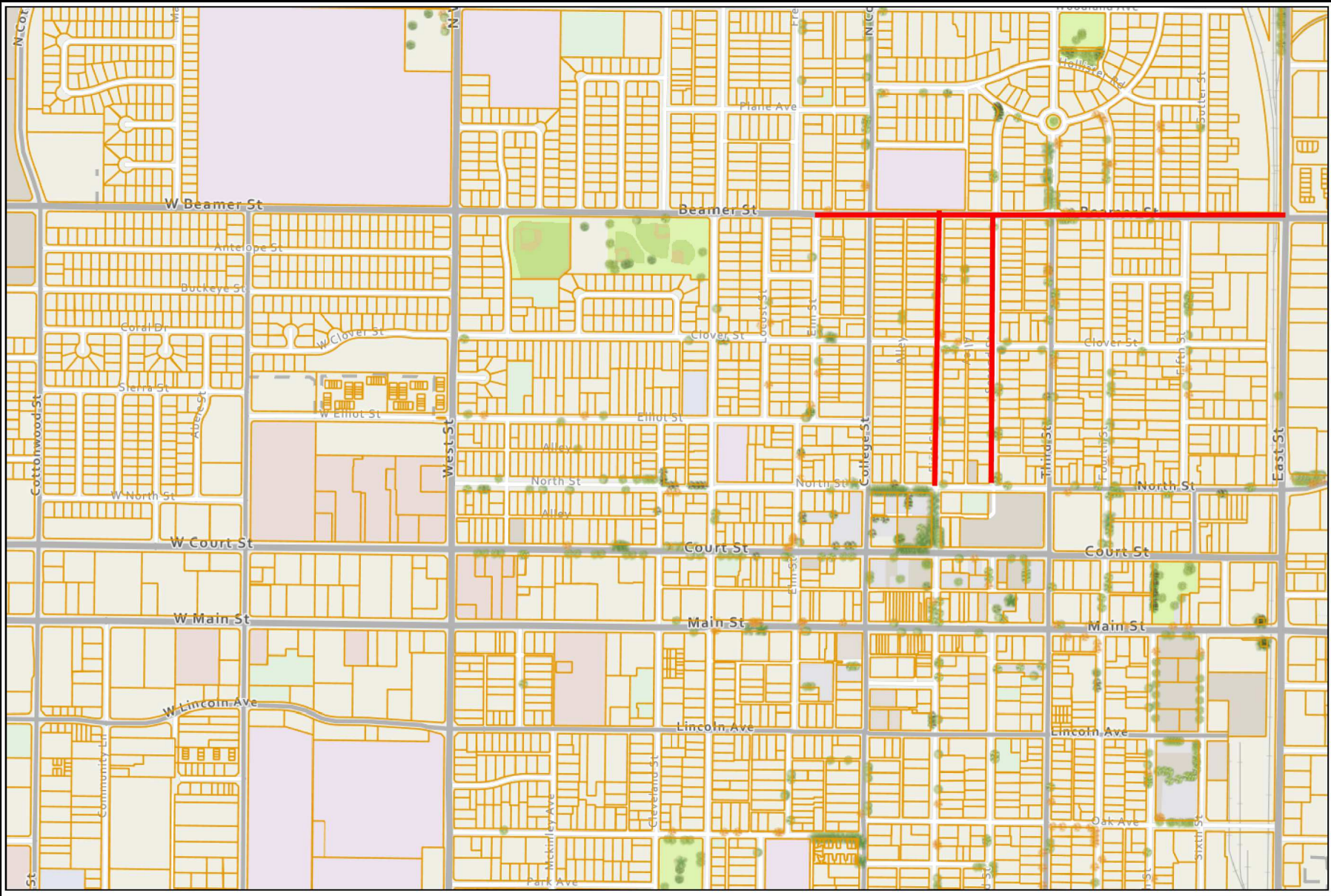


Ken Hiatt
City Manager

Attachments:

1. Vicinity Map
2. COW - 2027 Water & Sewer Main Replacement PL - E-MAIL
3. Proposed Resolution_CIP 26-02

2027 Water & Sewer Project Vicinity Map



COWGIS
Parcels

Approx., 3,000 ft along
Beamer, Elm St. to East St.

Approx., 1,700
feet each on 1st
and 2nd St.
between Beamer
and North St.



November 14, 2025

Mr. Tim Busch
City of Woodland
Community Development Department
300 First Street
Woodland, California 95695
E-mail: Tim.Busch@cityofwoodland.org

Re: **Civil Engineering and Land Surveying Proposal for 2027 Water & Sewer Replacement Project, Woodland, California**

Dear Mr. Busch:

Laugenour and Meikle is pleased to present this proposal for civil engineering and land surveying services for the above-mentioned project. A detailed description of the services to be provided is included in the attached Exhibit "A", Scope of Services & Compensation, which reflects the standard items of work required for this type of project.

This proposal is an estimate based on the enclosed City of Woodland 2027 Water & Sewer Replacement Project Limits (Exhibit "C").

Laugenour and Meikle's Estimated Schedule of Services is detailed in the enclosed Exhibit "D".

If you have any questions or comments, please call.

Sincerely,

LAUGENOUR AND MEIKLE



Paymon Fardanesh, Principal, P.E.

Enclosure

**AUTHORIZATION TO BEGIN WORK PRIOR TO
CONTRACT PREPARATION:**

CLIENT SIGNATURE

DATE

EXHIBIT “A”

SCOPE OF SERVICES & COMPENSATION

I. SCOPE OF SERVICES:

A. PROJECT MANAGEMENT & MEETINGS:

- Manage the contract scope, schedule, and budget for all project activities.
- Coordination calls with Client.
- Periodic project reviews with Client.

B. TOPOGRAPHIC SURVEY & BASE MAPPING:

- Horizontal and vertical control, including boundary ties, per Agency Control Data.
- Have site marked for USA utility locations.
- Topographic survey for 6,400 LF water line replacement design, including setting project control and benchmarks for sites as indicated on the City of Woodland 2027 Water & Sewer Replacement Project Limits (Exhibit “C”).
- Determine existing utility inverts for design (based on being able to physically determine inverts, does not include potholing).
- Create a topographic base map showing right-of-way lines and easements created from the record data and the topographic survey. This base map will be used in our analysis and design.
- Assumes no potholing will be required for design (allowance noted in Item C, if required).
- Supply Client with electronic file (AutoCAD).

C. POTHOLING (ALLOWANCE):

- Potholing for existing utilities for new water line crossing.
- Potholing to be performed by subconsultant (\$36,000 allowance).

D. PUBLIC IMPROVEMENT PLANS FOR WATER MAIN IMPROVEMENTS:

- Review Client requirements and City Standards.
- Prepare water line replacement improvement plans per City Design and Construction Standards. Plans will only be prepared for the 6,400 LF indicated on the City of Woodland 2027 Water & Sewer Replacement Project Limits (Exhibit “C”).

- Improvement plans for sewer spot repairs and sewer lateral replacement based on City recommendations.
- Modify plans per City review comments.
- Prepare cost estimate, special provisions for project specifications and unit price schedules for construction items. Coordinate front end contract documents by others.

E. APPLICATION & COORDINATION WITH RAILROAD FOR PUBLIC IMPROVEMENTS:

- Prepare application for proposed improvements within Railroad right-of-way.
- Coordinate meetings between Railroad and City regarding project proposed improvements.
- Excludes survey monitoring of railroad during construction.

F. EROSION CONTROL PLAN:

- This proposal assumes the disturbed area will be less than one (1) acre; therefore, a Storm Water Pollution Prevention Plan is not required.
- Prepare erosion and sedimentation control plan.
- Excludes Qualified SWPPP Practitioner (QSP) services which are required for implementation and monitoring of SWPPP.

G. BIDDING & CONSTRUCTION ADMINISTRATION:

- Bidding assistance includes written clarification of plans and specifications, preparation of addendums and attend pre-construction meeting.
- Attend meeting (progress and coordination meeting at owner's request).
- Site visit during construction (per Owner's request).
- Review and comment on project submittals related to civil design items.
- Conduct final project review of site improvements and assist in preparation of punch list.
- Prepare as-constructed record plans and specifications (electronic and hard copy) based on Contractor's mark-ups (no field survey time).

II. COMPENSATION:

Consultant shall be compensated on a “Fixed-Fee” basis per project total shown below. New tasks not associated with the above Scope of Services will be negotiated prior to starting any work on any additional new task:

A. Project Management & Meetings	\$ 15,900.00
B. Topographic Survey & Base Mapping	\$ 77,540.00
C. Potholing (Allowance)	\$ 45,390.00
D. Public Improvement Plans for Water Main Improvements	\$ 159,100.00
E. Public Improvement Plans for Sewer Improvements.....	\$ 15,760.00
F. Erosion Control Plan Only	\$ 6,510.00
G. Bidding & Construction Administration.....	\$ 12,500.00
PROJECT TOTAL.....	\$332,700.00

These costs are based on the following Laugenour and Meikle 2026 Prevailing Wage Rate Schedule (Exhibit “B”). Reimbursables including, but not limited to, printing, field materials, subconsultants, and agency fees are **not** covered in the above costs.

III. EXCLUSIONS AND/OR RESPONSIBILITIES OF CLIENT OR OTHERS:

1. Client agrees consultant will not perform on-site construction review, construction management, supervision of construction of engineering structures, or other construction supervision for this project unless specifically provided for in another Agreement.
2. All work pertaining to environmental impact report mitigation monitoring, if required.
3. Client agrees to assume complete responsibility and liability for changes in design, construction quantities, project cost, etc., whenever Client uses unsigned or unapproved survey maps or construction drawings for bidding or construction purposes.
4. All submittals of plans/reports for Agency approval are the responsibility of the Client.
5. Any regulatory agency related fees for submitting, checking, filing, inspection, performance of services, etc. are the responsibility of the Client.

EXHIBIT “B”
RATE SCHEDULE

<u>PERSONNEL CLASSIFICATION</u>	<u>RATE PER HOUR</u>
Principal Engineer	\$265.00
Principal Surveyor	\$265.00
Senior Engineer/Project Manager	\$250.00
Senior Engineer	\$235.00
Senior Surveyor	\$235.00
Associate Engineer	\$220.00
Surveyor	\$210.00
Assistant Surveyor	\$195.00
Assistant Engineer	\$205.00
Assistant Project Manager	\$195.00
Junior Engineer	\$180.00
Technician 3	\$180.00
Technician 2	\$165.00
Technician 1	\$115.00
Clerical	\$ 85.00
Accounting	\$130.00
Survey Party, 1-Man*	\$230.00
Survey Party, 1-Man Travel*	\$195.00
Survey Party, 2-Man*	\$350.00
Survey Party, 2-Man Travel*	\$270.00

REIMBURSABLES:

Aerial Drone	—	\$500.00 per Aerial Model
Field Material	—	Charged at cost plus 15%
Reproduction Items	—	Charged at cost plus 15%
Subconsultants	—	Charged at cost plus 15%
Fees	—	Charged at cost plus 15%
Agency/Utility Maps/Plans	—	Charged at cost plus 15%

* Public Works Prevailing Wage Rate



CITY OF
WOODLAND
CALIFORNIA

**2027 Water and Sewer
Replacement Project**

COWGIS

Parcels



Approx., 3,000 ft along
Beamer, Elm St. to East St.

Approx., 1,700
feet each on 1st
and 2nd St.
between Beamer
and North St.



EXHIBIT "C"

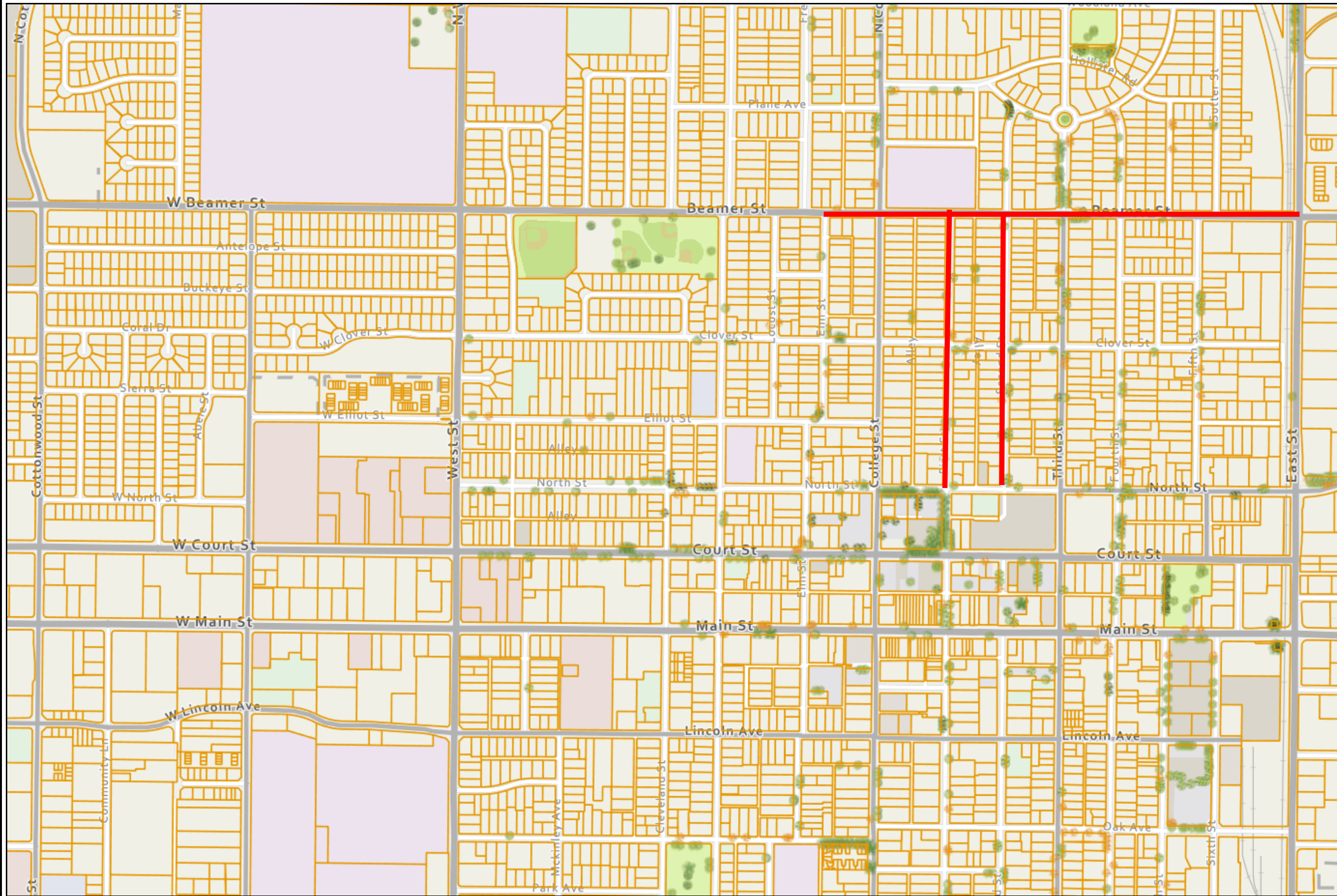


EXHIBIT “D”

ESTIMATED SCHEDULE OF SERVICES

FOR

CITY OF WOODLAND

2027 WATER & SEWER REPLACEMENT PROJECT

DESCRIPTION OF SERVICES	DURATION	START DATE
Topographic Survey	6 WEEKS	From Returned Signed Contract
Topographic Base Map	4 WEEKS	
65% Public Improvement Plans	14 WEEKS	
City Review	2 WEEKS	
90% Public Improvement Plans & Specifications	8 WEEKS	
City Review	2 WEEKS	
100% Public Improvement Plans & Specifications for Bidding	4 WEEKS	

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
CREATING A NEW CAPITAL IMPROVEMENT PROJECT, THE 2027 WATER &
SEWER REPLACEMENT PROJECT, CIP 26-02, APPROPRIATING PROJECT
FUNDS, AND APPROVING A DESIGN AGREEMENT WITH LAUGENOUR AND
MEIKLE, INC., FOR ENGINEERING CONSULTING SERVICES FOR THE 2027
WATER & SEWER REPLACEMENT PROJECT, CIP 26-02**

WHEREAS, the City Council wishes to create the Capital Improvement Project for the 2027 Water & Sewer Replacement Project, CIP 26-02, through the adoption of this Resolution; and

WHEREAS, the City Council wishes to appropriate \$228,000 in funds from the Water Enterprise Fund, Fund 2210, as approved in the 2021 Water Rate Study through adoption of this Resolution; and

WHEREAS, the City Council wishes to appropriate \$200,000 in funds from the Sewer Enterprise Fund, Fund 2220, as approved in the 2021 Wastewater Rate Study through adoption of this Resolution; and

WHEREAS, the City wishes to enter into a Design Agreement with Laugenour & Meikle, Inc., for the 2027 Water & Sewer Replacement Project, CIP 26-02, for an amount of \$332,700 and authorize its execution through adoption of this Resolution; and

WHEREAS, the City wishes to include a design contingency of up to 10% of the contract amount (\$33,270).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. The City Council hereby creates the new Capital Improvement Project for the 2027 Water & Sewer Replacement Project, CIP 26-02.

SECTION 2. The City Council hereby appropriates \$228,000 funds from the Water Enterprise Fund, Fund 2210, to the project.

SECTION 3. The City Council hereby appropriates \$200,000 funds from the Sewer Enterprise Fund, Fund 2220, to the project.

SECTION 4. The City Council hereby approves the Design Agreement with Laugenour & Meikle, Inc., in the amount of \$332,700 and hereby approves a ten percent (10%) design contingency in the amount of \$33,270. The City Manager is hereby authorized and directed to execute the contract, subject to City Attorney approval. The City Attorney is hereby authorized to

make clarifying and confirming changes so long as the total dollar amount authorized herein does not change.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a special meeting held on the 9th day of December 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: G.8
SUBJECT: License Agreement with BZ-Bee Pollination for Bee Storage Yards

Recommendation for Action: Staff recommends that the City Council adopt Resolution No._____, authorizing the City Manager to enter into a License Agreement with BZ-Bee Pollination, Inc. for Bee Storage Yards on portions of City-owned property.

Staff Contact:

Amanda Portier, Marketing & Business Relations Specialist, (530) 661-5920, amanda.portier@cityofwoodland.gov

Fiscal Impact:

The fiscal impact is general fund revenue of \$5,000 per year from annual rent payments for the initial 5-year base agreement. Should the City and the licensee desire to extend the agreement, additional rent will be negotiated.

Background:

In 2017, the City Council adopted Resolution No. 6964 authorizing the City Manager to enter into a License Agreement with BZ-Bee Pollination, Inc. for Bee Storage Yards on portions of City-owned property. Active bee boxes were selectively placed in storage yards away from active use areas and near open fields to support pollination. Bees are essential to the pollination process and are used extensively to facilitate pollination of many agricultural crops and wildflowers throughout Yolo County. Bee boxes were placed on portions of the following parcels:

- APN 027-852-005 – North of the Water Treatment Plant
- APN 027-390-022 – Adjacent to the solar panels
- APN 042-580-034 – North of County Road 25 south of the Waste Water Treatment ponds
- APN 042-030-012 – Woodland Regional Park Site, East of CR 102
- APN 027-360-010 – North of East Beamer Street, West of CR 102
- APN 057-170-003 – City Owned land in the Yolo Bypass

Since this license agreement has expired, the City Manager wishes to enter into a new license agreement to continue supporting bee pollination on the following parcels:

- APN 027-852-005-000 – North of Water Treatment Plant
- APN 027-390-022-000 – Adjacent to solar panels
- APN 027-360-046-000 – North of East Beamer Street, West of CR 102
- APN 057-170-003 – City Owned Land in the Yolo Bypass

Discussion:

Staff and the B-Z Bee Pollination, Inc. business owner have negotiated the following terms for the License Agreement.

Terms for License Agreement

Term:

5 year with 5, one-year extension options.

License Fee:

Licensee shall pay the City an annual fee of \$5,000 for the initial term. Licensee and the City shall meet and confer regarding the License Fee for any extended term no later than 30 days prior to the expiration of the initial term.

Maintenance:

Licensee shall maintain and keep clean the License Areas.

Liability Insurance:

Licensee shall indemnify, defend, and hold the City of Woodland harmless and maintain, from the effective date of the License Agreement, a minimum combined single limit and general aggregate limit of liability of at least \$1 million.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to enter into a License Agreement with BZ-Bee Pollination, Inc. for Bee Storage Yards on portions of City-owned property.



Ken Hiatt
City Manager

Attachments:

1. License Agreement with BZ-Bee Pollination
2. Proposed Resolution_License Agreement with BZ-Bee Pollination

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (“Agreement”) is made and entered into this _____ day of _____, 2025, by and between THE CITY OF WOODLAND, (“City”) and BZ-Bee Pollination, Inc. (“Licensee”), who agree as follows:

ARTICLE 1. BACKGROUND

- 1.01. The Bee Storage Yards. City owns or controls certain real property in the City of Woodland, Yolo County, commonly referred to as the following:

APN 027-852-005-000 – North of Water Treatment Plant

APN 027-390-022-000 – Adjacent to solar panels

APN 027-360-046-000 – North of East Beamer Street, West of CR 102

APN 057-170-003 – City Owned Land in Yolo Bypass

City desires to facilitate additional use of said properties to accommodate the Bee Storage yards.

- 1.02. Purpose. City desires to authorize the use of a portion of several City owned parcels for Bee Storage yards. Accordingly, City desires to grant Licensee a license to allow Licensee to use a portion of Properties for such purpose.

ARTICLE 2. GRANT OF LICENSE; TERM

- 2.01. Grant of License; Conditions.

A. Grant. City grants to Licensee on the terms and conditions set forth in this Agreement a license (the “Licensee”) for use of portions of City owned property as defined above as Bee Storage yards outlined in Exhibits A-D (the “License Areas”). The License shall include access to the License Areas for Licensee’s employees.

B. Restriction on Use of License Area. Licensee shall not use License Areas for any purpose other than the purposes described in Section 2.01.A without the express written consent of City.

C. Permits. Licensee, at Licensee’s expense, shall obtain all necessary permits to operate within the License Areas.

D. Compliance with Law. Licensee shall conduct all activities in the License Areas in compliance with all laws.

- 2.02. Term.

A. Initial Term. Subject to the termination provisions in Article 5, the initial term of the License (“Initial Term”) shall begin (the “**Commencement Date**”) on _____, and shall expire (the “**Expiration Date**”) on the fifth anniversary of the Commencement Date.

B. Term. Five years with an option to extend per Section 2.02.C. City retains the right to revoke License Agreement due to failure to perform under conditions of Agreement. City has unilateral right to also cancel or amend the Agreement upon 30-day notice if License Agreement conflicts with City’s need to maintain or desire to make improvements or otherwise redevelop its properties.

C. Options to Extend. Provided that City and Licensee have agreed on the License Fee for any extended term as provided in Section 3.01.B, Licensee is given the option to extend the Initial Term on all of the provisions contained in this License Agreement, except for rent, for up to (5) one-year terms (the “Extended Terms”) following expiration of the Initial Term, by giving notice of exercise of the option (“option notice”) to City at least one month but not more than three months before the expiration of the Initial or any Extended Term. Provided that, if Licensee is in default on the date of giving the option notice, the option notice shall be totally ineffective, or if Licensee is in default on the date the Extended Term is to commence, the Extended Term shall not commence and the License shall expire at the end of the Initial Term.

ARTICLE 3. LICENSE FEE; OTHER COSTS, CONDITIONS AND OBLIGATIONS

3.01. License Fee.

A. License Fee. Licensee shall pay to City an annual fee of \$5,000 for the Initial Term, payable upon execution of License Agreement. Licensee and City shall meet and confer regarding the License Fee for the extended term no later than 30 days prior to the expiration of the initial term.

B. Fee for Extended Terms. After Licensee gives City an option notice for an Extended Term, City and Licensee shall meet and confer regarding the License Fee to be paid by Licensee for the Extended Term. If the parties are unable to agree on the License Fee to be paid for the Extended Term, the License shall terminate at the end of the then-current Term.

3.02. Maintenance. Licensee shall maintain and keep clean the License Areas for the duration of the Agreement. Licensee shall return the premises to the same condition as when areas were originally leased upon termination of Agreement.

3.03. Hazardous Materials. For purposes of this section, “Hazardous Materials” shall mean any substances or materials classified as hazardous materials, hazardous substances, hazardous waste or toxic waste under any federal, state or local statute, regulation or ordinance, including, but not limited to, any petroleum products and agricultural chemicals used as pesticides or herbicides. Licensee shall not, and shall not permit any third party to use any Hazardous Materials on the License Areas. Licensee, at Licensee’s sole expense, shall conduct any and all investigation and remediation required to remove any Hazardous Materials released in violation of this section.

ARTICLE 4. INDEMNITY; INSURANCE

4.01. Indemnity. Licensee shall indemnify, defend and save City harmless from and against any and all claims, demands, actions, damages, liability and expenses (including reasonable attorneys' fees and costs of investigation with respect to any claim, demand or action) in connection with loss of life, personal injury and/or damage to property arising from or connected with the activities conducted by Licensee, its contractors, employees or agents on the Plaza pursuant to this Agreement, or from any breach or default on the part of Licensee in the performance of any covenant or agreement on the part of Licensee to be performed pursuant to this Agreement.

4.02. Liability Insurance. Licensee shall procure and maintain from the date Licensee begins using the License Areas and continuing during the term of this Agreement, at its sole cost and expense, a policy or policies of commercial general liability insurance relating to the activities to be conducted by Licensee pursuant to this Agreement. Such insurance shall include broad form contractual liability insurance coverage insuring all of Licensee's indemnity obligations under this Agreement. Such coverage shall have a minimum combined single limit of liability of at least \$1 Million and a general aggregate limit of at least \$1 Million. All such policies shall be written to apply to all bodily injury, property damage, personal injury and other covered loss however occasioned occurring during the policy term and shall be endorsed to add City as additionally insured, to provide that such coverage shall be primary and that any insurance maintained by City shall be excess insurance only.

Licensee shall also maintain worker's compensation insurance in accordance with California law and employer's liability insurance with a limit of no less than \$1 Million per employee and \$1 Million per occurrence.

4.03. Forms of Policies; Deductibles. All insurance policies required by this Article shall provide for severability of interests; shall provide that an act or omission of one of the named or additional insureds; and shall afford coverage for all claims based on acts, omissions, injury and damage, which claims occurred or arose (or the onset of which occurred or arose) in whole or in part during the policy period. All insurance policies required to be carried under this Article shall be (a) written by companies rated A-7 or better in Best's Insurance Guide and authorized to do business in California, and (b) name City (and mortgagees and any other persons reasonably designated by City) as additional insureds. Any deductible amounts in excess of \$1,000 under any insurance policies required to be carried by Licensee by this Article shall be subject to City's prior written approval. Licensee shall be responsible for any such deductible amount, so that so far as City is concerned, it will be as if the insurance had no deductible.

4.04. Insurance Certificates; Failure to Deliver. Licensee shall furnish City prior to the Commencement Date, and thereafter within 30 days prior to the expiration of each such policy, a certificate of insurance issued by the insurance carrier of each policy of insurance carried hereunder. The certificates shall expressly provide that the policies shall not be cancelable or subject to reduction of coverage or otherwise be subject to modification except after 30 days prior written notice to City. If Licensee shall fail to procure such insurance or to deliver such certificates, City may, at its option, and in

addition to City's other remedies in the event of a default of Licensee under this Agreement, procure the same for the account of Licensee, and the cost thereof shall be paid to City as additional License Fee.

ARTICLE 5. TERMINATION

5.01. Voluntary Termination by Licensee. Licensee may voluntarily terminate this Agreement by giving 30 days notice of such termination to City.

ARTICLE 6. MISCELLANEOUS

6.01. Assignment. Licensee may not assign Licensee's right under this Agreement.

6.02. Integration. This Agreement contains the entire agreement between the parties with respect to Licensee's rights on the Bee Storage yards. Should any provision be held unenforceable, the remainder of this Agreement shall be binding and enforceable.

6.03. Modification; Waiver. Changes or modifications to this Agreement may be made by mutual written agreement of the parties. No change or modification shall be effective unless in writing executed by the parties. No waiver shall be deemed given unless in writing, and one waiver shall not constitute a subsequent waiver.

6.04. Attorneys' Fees. In the event that any action or proceeding is brought to enforce any provision of this Agreement, the prevailing party in such action or proceeding shall be entitled to reasonable attorney's fees and reimbursement of all other costs and expenses.

6.05. Notices. All notices, requests, demands and other communications given or required to be given hereunder shall be in writing and personally delivered or sent by nationally recognized courier service such as Fed Ex or United States registered or certified mail with return receipt requested, duly addressed to the parties as follows:

CITY: City of Woodland
Attn: Ken Hiatt
City Manager
300 First Street
Woodland, Ca 95695

LICENSEE: BZ-Bee Pollination, Inc.
P.O. Box 699
Esparto, CA 95627

Delivery of any notice or other communication hereunder shall be deemed made on the date personally delivered or the date indicated in the return receipt or courier's records as the date of the delivery or first attempted delivery to the address of the addressee set forth above. Any party may change its address for purposes of this section by giving notice to the other party as provided in this section.

6.06. Applicable Law. This Agreement shall be governed by the laws of the State of California.

CITY:
CITY OF WOODLAND

Date signed: _____

By _____
Ken Hiatt
City Manager

APPROVED AS TO FORM:

City Attorney

-AND-

LICENSEE:

Dated: _____

By: _____
Sam Foster, Owner

EXHIBIT A

APN 027-852-005-000 – North of Water Treatment Plant

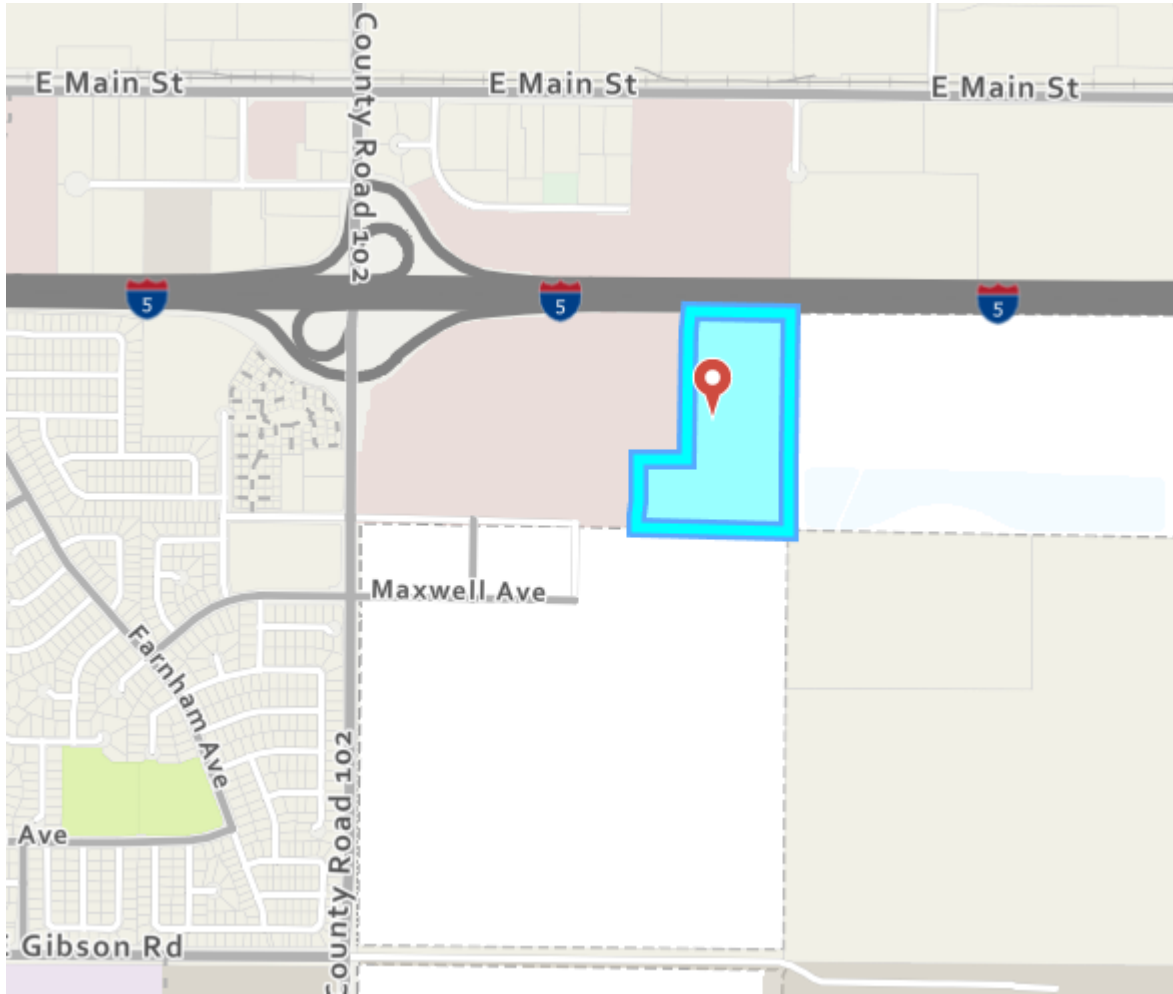


EXHIBIT B

APN 027-390-022-000 – Adjacent to solar panels

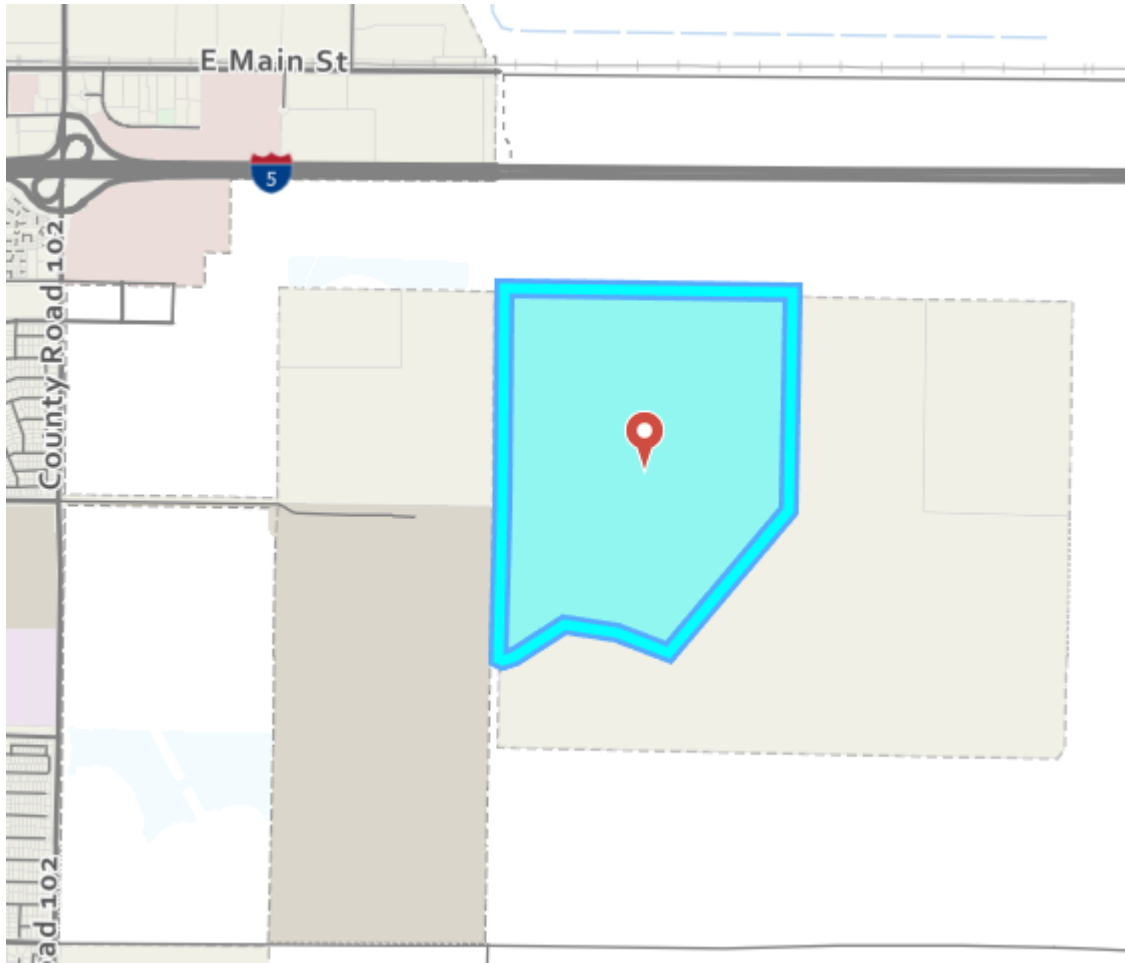


EXHIBIT C

APN 027-360-046-000 – North of East Beamer Street, West of CR 102

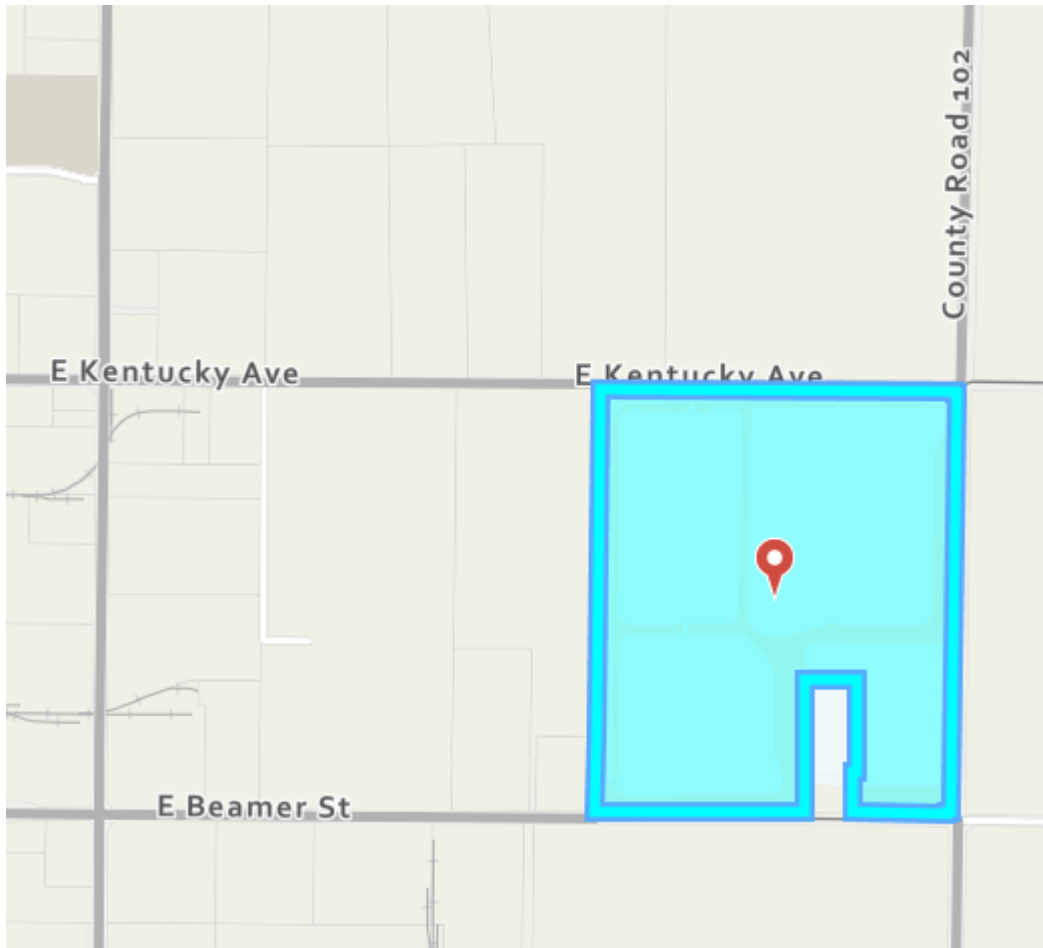
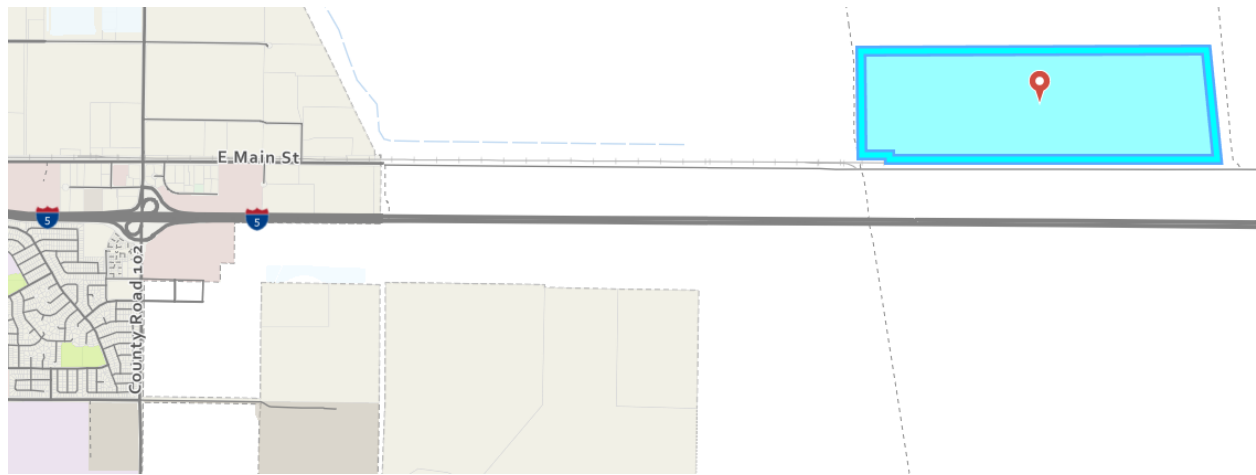


EXHIBIT D

APN 057-170-003 – City Owned Land in Yolo Bypass



RESOLUTION NO.

**A RESOLUTION AUTHORIZING THE CITY MANAGER
TO ENTER INTO A LICENSE AGREEMENT WITH BZ-BEE POLLINATION, INC.
TO USE PORTIONS OF FOUR CITY OWNED PARCELS AS BEE STORAGE YARDS**

WHEREAS, the City of Woodland is the owner of the following parcels: APN 027-852-005-000, APN 027-390-022-000, APN 027-360-046-000, and APN 057-170-003; and

WHEREAS, BZ-Bee Pollination, Inc. is interested in using a portion of the above-mentioned parcels for the purposes of Bee Storage yards, as shown in the attached Exhibits A-D; and

WHEREAS, the parties desire to enter into an agreement whereby the property owner will lease a portion of the parcels from the City for \$5,000 a year for five years with the option of extending the term upon negotiation of additional rent; and

WHEREAS, allowing portions of City owned property to be used as Bee Storage yards provides no harm or burden for the City and does not conflict with any other property uses; and

WHEREAS, the License Areas will be returned back to the City upon termination of the license agreement in the same condition as when they were first leased.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland as follows:

SECTION 1. The City Manager is authorized to enter into a License Agreement with BZ-Bee Pollination, Inc. for use of a portion of four City-owned parcels pursuant to the terms set forth in the License Agreement. The City Manager is further authorized to make minor modifications to the Agreement after consultation with the City Attorney.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a special meeting held on the 9th day of December 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney

EXHIBIT A

APN 027-852-005-000 – North of Water Treatment Plant

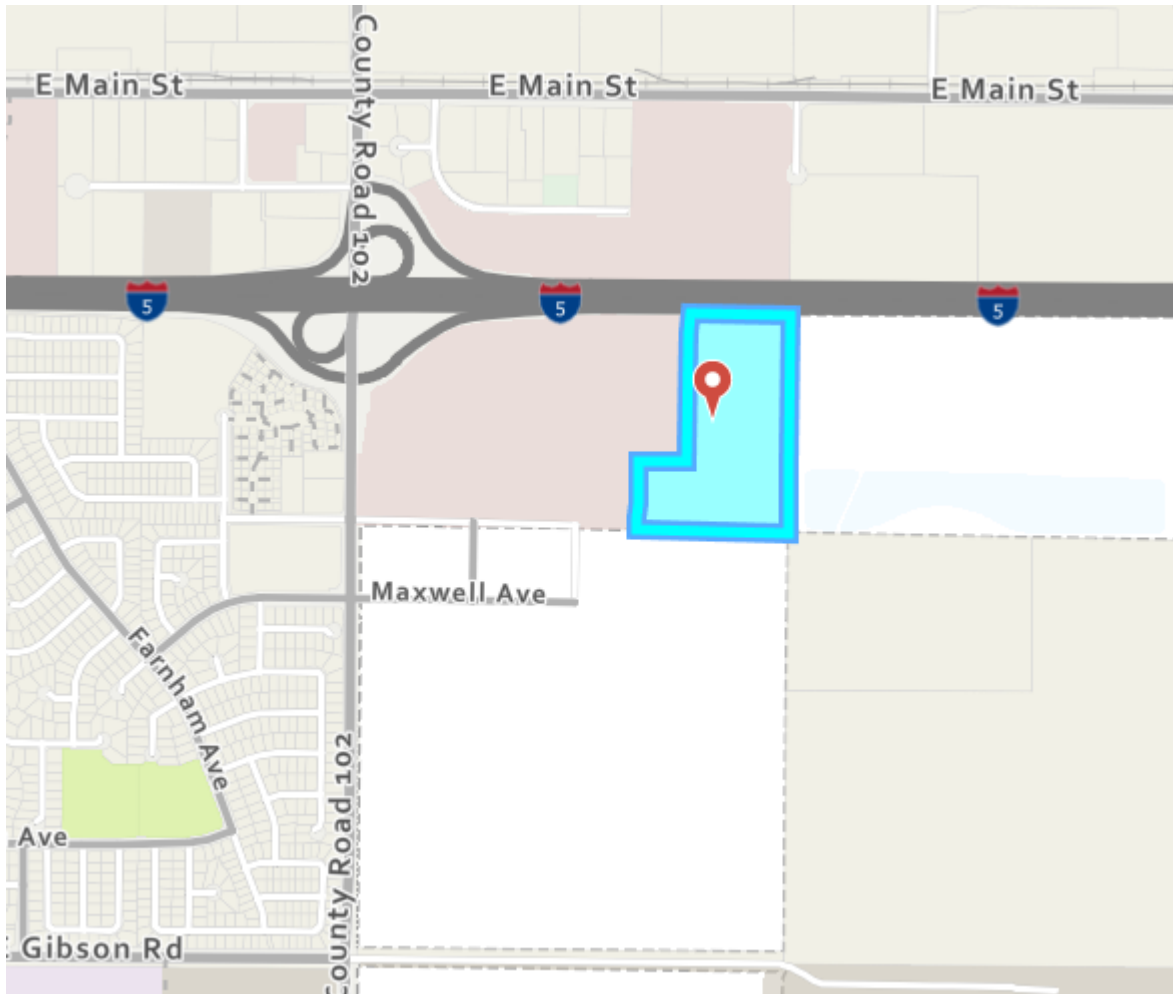


EXHIBIT B

APN 027-390-022-000 – Adjacent to solar panels

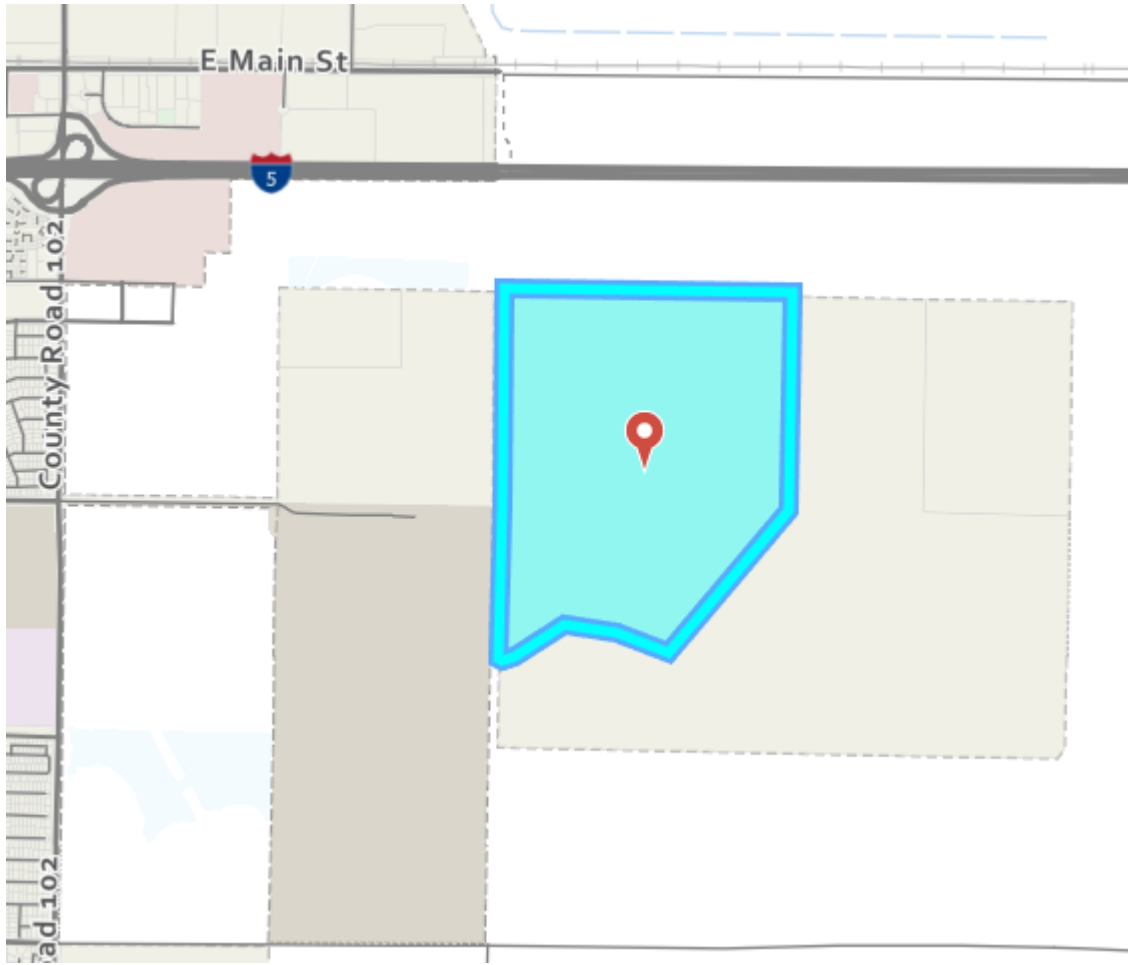


EXHIBIT C

APN 027-360-046-000 – North of East Beamer Street, West of CR 102

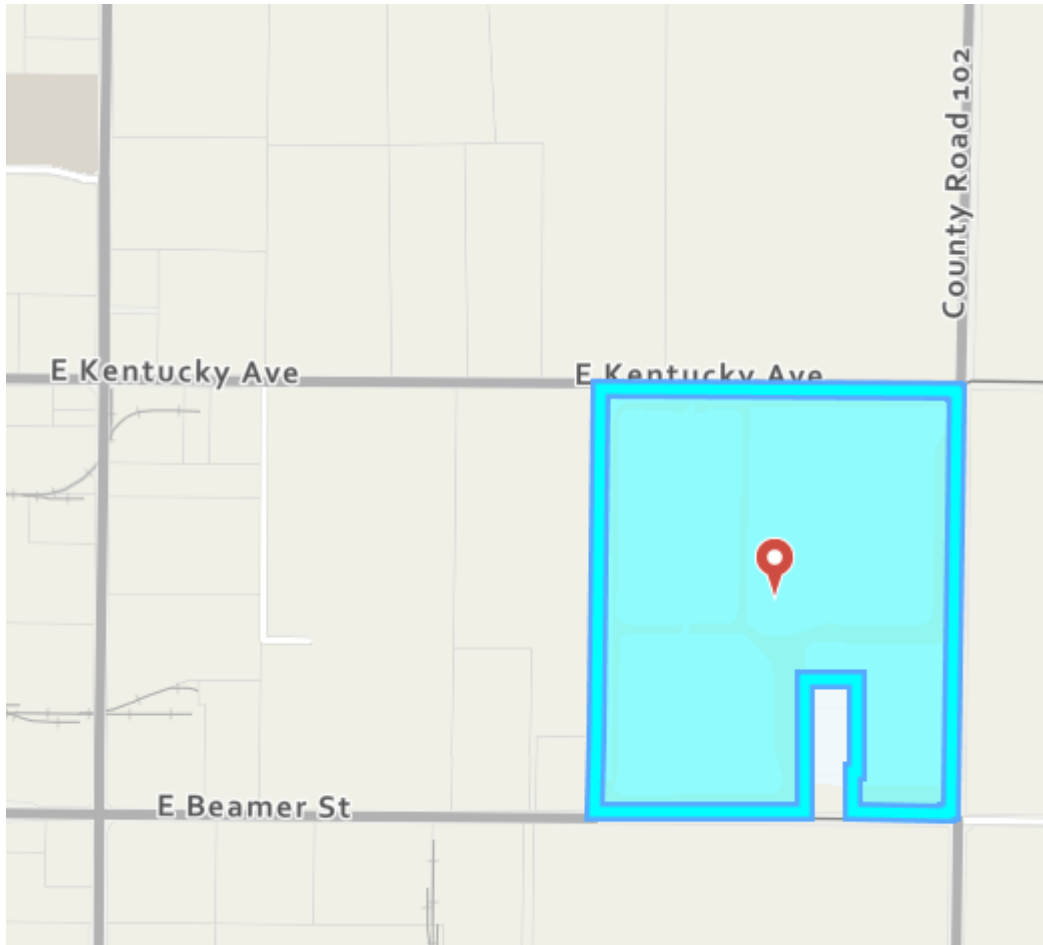
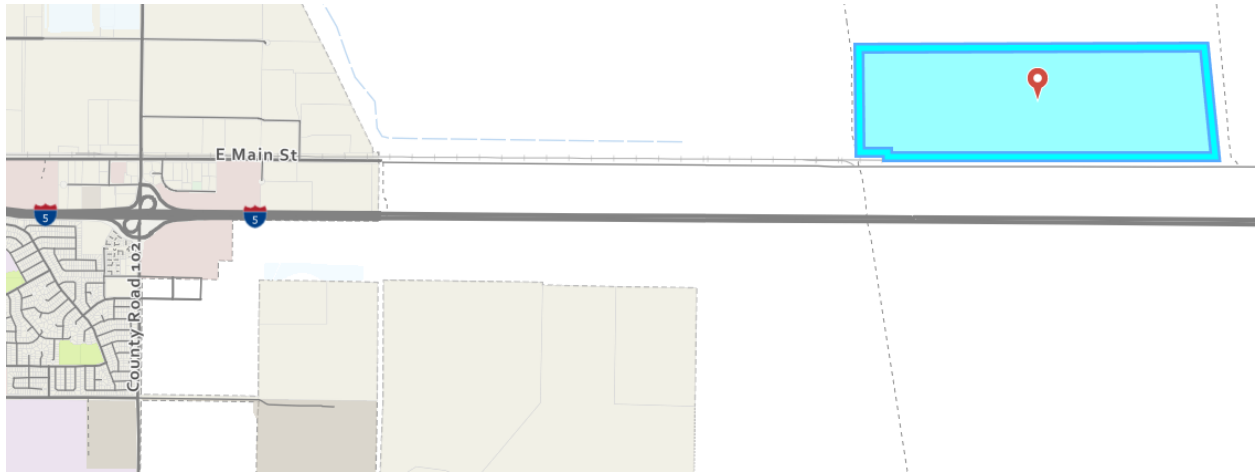


EXHIBIT D

APN 057-170-003 – City Owned Land in Yolo Bypass





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Special Meeting
DATE: December 9, 2025
ITEM #: H.9
SUBJECT: Rotation of Mayor and Mayor Pro Tempore

Recommendation for Action: Staff recommends that the City Council designate the Council members to serve as Mayor and Mayor Pro Tempore for the following year, effective at the first regular meeting in December 2025.

Staff Contact: Marissa Kersey, City Clerk, (530) 661-5806, marissa.kersey@cityofwoodland.gov

Background:

In the fall of 2016, the City Council amended Title II of the Municipal Code establishing annual rotating terms for the office of Mayor and Mayor Pro Tempore. Specifically, the Municipal Code provides that:

At the first City Council meeting in December of every odd year (and the first meeting following the certification of election results of any municipal general election), the city council shall designate its presiding officer who shall have the title of Mayor. The council member who served as Mayor Pro Tempore immediately prior to this meeting shall be designated as Mayor (Section 2.08.010).

Additionally, at the same meeting at which the Mayor is selected, the City Council shall also designate one of its members as Mayor Pro Tempore, who shall perform the duties of the mayor during the mayor’s absence or disability. The Mayor Pro Tempore shall be selected from among the council members on a rotating basis in accordance with their district numbers (Section 2.08.030).

Further, on May 18th, 2021, the City Council approved Resolution 7710 which adopted the following Mayor and Mayor Pro Tempore rotation schedule for 2021 through 2030:

	MAYOR	MAYOR PRO TEMPORE
2021	District 2	District 5
2022	District 5	District 4
2023	District 4	District 3
2024	District 3	District 1
2025	District 1	District 2
2026	District 2	District 5
2027	District 5	District 4
2028	District 4	District 3
2029	District 3	District 1
2030	District 1	District 2

Discussion:

Currently, Council Member Rich Lansburgh (District 1) serves as Mayor and Council Member Tom Stallard (District 2) serves as Mayor Pro Tempore. Pursuant to the process in the Municipal Code, Council Member Tom Stallard shall be designated as Mayor and Council Member Mayra Vega

(District 5) shall be designated as Mayor Pro Tempore.

Position changes will be effective immediately prior to the December 9th scheduled special City Council meeting. Both positions will be held for a period of one year, with the next rotation occurring at the first meeting following the certification of election results in 2026.

Conclusion:

Staff recommends that the City Council designate the Council members to serve as Mayor and Mayor Pro Tempore for the following year, effective at the first regular meeting in December 2025.



Ken Hiatt
City Manager

Attachments:

1. Chapter 2.08 - Duties of Mayor and Mayor Pro Tempore

§ 2.08.010. Appointment and removal.

- A. During the first City Council meeting following the certification of election results after any general municipal City election at which Council members are elected and during the first City Council meeting in December of every odd year beginning in 2017, the City Council shall meet and designate its presiding officer who shall have the title of Mayor. The Council member who served as Mayor Pro Tempore in accordance with Section 2.08.030 immediately prior to this meeting shall be designated as Mayor. The Mayor shall serve a term of one year. The Mayor shall serve in this capacity at the pleasure of the City Council.
- B. Should the person who was selected as Mayor Pro Tempore in accordance with Section 2.08.030 no longer be a Council member at the time of the above-referenced meeting, the remaining Council members shall select one of their members to serve as Mayor by a majority vote, in a manner intended to allow each Council member the opportunity to serve as Mayor for one year during their term to the extent possible.

(Prior code § 2-2-1; Ord. 1696 § 1, 2022)

§ 2.08.020. Duties of Mayor.

The Mayor shall perform those duties required by law or which, consistent with the office, the Mayor voluntarily assumes within the limitations of the law and the limitations imposed by the Council.

(Prior code § 2-2-2)

§ 2.08.030. Mayor Pro Tempore.

At the same meeting at which the Mayor is selected in accordance with Section 2.08.010(A), the City Council shall also designate one of its members as Mayor Pro Tempore, who shall perform the duties of the Mayor during the Mayor's absence or temporary disability. The Mayor Pro Tempore shall be selected from among the Council members on a rotating basis in accordance with their district numbers, in a manner intended to allow each Council member the opportunity to serve as Mayor for one year during their term, to the maximum extent possible. The Mayor Pro Tempore shall serve in this capacity for one year and shall serve at the pleasure of the City Council.

(Prior code § 2-2-3; Ord. 1696 § 2, 2022)