# City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

## Regular Meeting Minutes

### Tuesday, December 16, 2025

6:00 PM

### City Council

## CITY COUNCIL

## CLOSED SESSION
## 5:45 PM

### A. CALL TO ORDER

### B. CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation (Sec. 54956.9)
   Name of Case: Mark Baker v. City of Woodland (Yolo County Superior Court Case No. CV 2025-3624)

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

### C. CALL TO ORDER

**Meeting called to order at 6:02PM.**

### D. ROLL CALL

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

### E. PLEDGE OF ALLEGIANCE

**Pledge of Allegiance led by Westley Schroeder.**

***Land Acknowledgment Statement -*** *The City of Woodland acknowledges the land on which we live and work. For thousands of years, this land has been the home of Patwin people. Today, there are three federally recognized Patwin tribes: Cachil DeHe Band of Wintun Indians of the Colusa Indian Community, Kletsel Dehe Wintun Nation, and Yocha Dehe Wintun Nation. The Patwin people have remained committed to the stewardship of this land over many centuries. It has been cherished and protected, as elders have instructed the young through generations. We are honored and grateful to be here today on their traditional lands.*

### F. COMMUNICATIONS - PUBLIC COMMENT

*This is an opportunity for the public to speak to the Council on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Council and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered. The option to submit a public comment via voicemail is no longer available. Written Public Comments Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to CouncilMeetings@cityofwoodland.gov. Written Comments received at least two (2) hours prior to the scheduled start time of the City Council meeting will be provided to the City Council and posted to the City website as part of the official record of the meeting but will not be read into the record. Written Comments received within two (2) hours of the scheduled start time of the City Council meeting and during the City Council meeting will be provided to the City Council the day following the City Council meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please* *identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.*

2. SUBJECT: General Public Comments

WRITTEN COMMUNICATIONS: This section is reserved for "General" Public Comments emailed within two (2) hours prior to the Council Meeting. These comments will be provided to the City Council and incorporated into the meeting minutes. Any other written communications submitted for items specific to this agenda will be attached as a file to the associated agenda item.

**Mayor Stallard invited public comment. Speaking from the public was James Vorhees and Jamie Seibel. No further comment was received.**

## G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

*This is an opportunity for the Council Members and Staff to make comments and announcements, to express concerns, or to request Council's consideration of any items a Council Member would like to have discussed at a future Council meeting.*

**Verbal updates provided by Council Members/ Staff.**

3. SUBJECT: Long Range Calendar

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

**Received the Long Range Calendar for informational purposes only.**

## H. CONSENT CALENDAR

**Councilmember Garcia-Cadena provided comments on item 4.**

**Mayor Stallard invited public comment. Speaking from the public was James Vorhees. No further public comment was received.**

**On a motion by Councilmember Lansburgh, seconded by Mayor Pro Tem Vega and carried on a 5-0 vote, Council Members approved Consent Calendar items No. 4 through 12.**

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

4. SUBJECT: Main Street Complete Streets CIP 22-13; Approve Consultant Contract

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to authorize the City Manager to negotiate and execute a consultant services contract with Bennett Engineering Services in an amount not to exceed $332,000 and authorize a contract contingency up to 10% ($33,200) of the agreement amount for the Main Street Complete Streets Project CIP 22-13.

**Adopt Resolution No. 8596, to authorize the City Manager to negotiate and execute a consultant services contract with Bennett Engineering Services in an amount not to**

**exceed $332,000 and authorize a contract contingency up to 10% ($33,200) of the agreement amount for the Main Street Complete Streets Project CIP 22-13.**

5. SUBJECT: Commission on Aging Meeting Minutes for September 18, 2025

   RECOMMENDATION FOR ACTION: Staff recommends the City Council receive the September 18, 2025 Commission on Aging meeting minutes.

**Received the September 18, 2025 Commission on Aging meeting minutes.**

6. SUBJECT: Safety Action Plan CIP 25-03; Approve Consultant Contract

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to approve a consultant services contract with Fehr & Peers, in the amount of $200,000 and authorize the City Manager to execute the agreement and amendments as necessary up to 10% ($20,000) of the agreement amount for the Safety Action Plan CIP 25-03.

**Adopted Resolution No. 8597, to approve a consultant services contract with Fehr & Peers, in the amount of $200,000 and authorize the City Manager to execute the agreement and amendments as necessary up to 10% ($20,000) of the agreement amount for the Safety Action Plan CIP 25-03.**

7. SUBJECT: Parks and Recreation Commission Meeting Minutes for October 2025

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the minutes from the October 27, 2025, Parks and Recreation Commission Meeting.

**Received the minutes from the October 27, 2025, Parks and Recreation Commission Meeting.**

8. SUBJECT: Spring Lake Maintenance and Prudler CFD Annual Accountability Reports

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Spring Lake Maintenance and Prudler Community Facilities District Local Agency Special Tax and Bond Accountability Reports for the Fiscal Year Ended June 30, 2025.

**Accepted the Spring Lake Maintenance and Prudler Community Facilities District Local Agency Special Tax and Bond Accountability Reports for the Fiscal Year Ended June 30, 2025**

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

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

**Adopted Resolution No. 8598, authorizing the City Manager to execute the seventh amendment to the Security Professional Service Agreement with Allied Universal Security Services for the Woodland Public Library.**

10. SUBJECT: Second Amendment to the Operating Agreement with Woodland Opera House, Incorporated

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. ___, authorizing the City Manager to execute the Second Amendment to the Operating Agreement with Woodland Opera House, Incorporated.

**Adopt Resolution No. 8599, authorizing the City Manager to execute the Second Amendment to the Operating Agreement with Woodland Opera House, Incorporated.**

11. SUBJECT: Fiscal Year 2024/25 AB1600 Annual Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. ____, accepting the AB1600 Annual Report for the year ended June 30, 2025.

**Adopt Resolution No. 8600, accepting the AB1600 Annual Report for the year ended June 30, 2025.**

12. SUBJECT: Approval of Job Description for Utilities Engineering Manager and Updated Salary Schedule

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. ____, approving the Job Description for the Utilities Engineering Manager, authorizing changes to the Approved Full-Time Equivalent Listing, and updating the Salary Schedule.

**Approve Resolution No. 8601, approving the Job Description for the Utilities Engineering Manager, authorizing changes to the Approved Full-Time Equivalent Listing, and updating the Salary Schedule**

## I. REPORTS OF THE CITY MANAGER

13. SUBJECT: Woodland Cemetery

RECOMMENDATION FOR ACTION: Staff recommends that the City Council 1) receive an update on Woodland Cemetery operations and maintenance, and 2) provide direction to staff on future actions to help balance the operations and maintenance budget for the facility.

**City Manager Ken Hiatt introduced the item. Community Services Director Christine Ferrara and Management Analyst Jenna Moncrief presented the item and answered questions from Council.**

**Mayor Stallard invited public comment. Speaking from the public was James Vorhees. No further public comment was received.**

**City Council received an update on Woodland Cemetery operations and maintenance, and provided direction to staff to come back later in the year with additional information and updates on the cemetery.**

14. SUBJECT: Measure F Annual Report for the Fiscal Year Ending June 30, 2025

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Measure F Annual Report for Fiscal Year ending June 30, 2025, and direct staff to publish the required excerpts from the report in the Daily Democrat and on the City's website.

**City Manager Ken Hiatt introduced the item. Administrative Services Director Kim McKinney presented items 14 and 15 and answered questions from Council.**

**Mayor Stallard invited public comment on items 14 and 15. No public comment was received.**

**On a motion by Mayor Pro Tem Vega, seconded by Councilmember Garcia-Cadena and carried on a 5-0 vote, Council Members approved the Measure F Annual Report for Fiscal Year ending June 30, 2025, and directed staff to publish the required excerpts from the report in the Daily Democrat and on the City's website.**

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

15. SUBJECT: Annual Measure R Report for Fiscal Year Ending June 30, 2025

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Annual Report for Measure R for the Fiscal Year ending June 30, 2025, and direct staff to publish the required excerpt of the report in the Daily Democrat and on the City's website.

**On a motion by Mayor Pro Tem Vega, seconded by Councilmember Garcia-Cadena and carried on a 5-0 vote, Council Members approved the Annual Report for Measure R for the Fiscal Year ending June 30, 2025, and directed staff to publish the required excerpt of the report in the Daily Democrat and on the City's website.**

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

16. SUBJECT: Revision to Council Committee Assignments

RECOMMENDATION FOR ACTION: Staff recommends that the Council approve the attached City Council Assignments for 2026.

**Mayor Stallard introduced the item and opened the floor to public comment. No public comment was received.**

**On a motion by Mayor Stallard, seconded by Councilmember Moreno and carried on a 5-0 vote, Council Members approved the City Council Assignments for 2026.**

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

17. SUBJECT: City Council Meeting Schedule for 2026

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve its meeting schedule for 2026.

**City Manager Ken Hiatt introduced the item. Mayor Stallard opened the floor to public comment. No public comment was received.**

**On a motion by Councilmember Lansburgh, seconded by Councilmember Garcia-Cadena and carried on a 5-0 vote, Council Members approved its meeting schedule for 2026.**

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

## J. ADJOURN

**Meeting adjourned at 6:59 PM in memory of Marilyn Shultz.**