

City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Minutes - Final

Tuesday, June 7, 2016

6:00 PM

MINUTES ADOPTED BY COUNCIL (CORRECTED)

Council Chambers

City Council

**CITY COUNCIL
STUDY SESSION
4:00PM**

A. CALL TO ORDER

ROLL CALL

Present: 4 - Council Member Jim Hilliard, Council Member Sean Denny,
Council Member Angel Barajas and Mayor Tom Stallard

Absent: 1 - Mayor Pro Tem William Marble

1. [16-538](#) **SUBJECT:** Workshop on Affordable Housing Issues

Recommendation for Action: Staff recommends that the City Council hold a workshop on the subject of affordable housing to inform and guide direction on steps needed to best achieve affordable housing policy goals.

Meeting went into Recess

Council Members held an Affordable Housing Study Session and agreed that a second study session should be held on the subject to narrow the issues.

**CITY COUNCIL
CLOSED SESSION
5:30PM OR UPON CONCLUSION OF STUDY SESSION**

A. CALL TO ORDER

B. CLOSED SESSION

B.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code § 54956.8)

Properties: Yolo County Assessor's Parcel Numbers 027-340-023

Agency Negotiators: City Manager, Community Development

Director,

City Engineer, City Attorney, City's Right-of-Way Agent Bender

Rosenthal, Inc., and City's Project Manager

Negotiating Parties: T&J Rental Investments LLC

Under Negotiation: Price and terms of payment

**B.2 CONFERENCE WITH LABOR NEGOTIATORS, Pursuant to
Government Code**

Section 54957

**Agency Designated Representatives: Paul Navazio and Sheila
McShane**

**Employee Organization(s): Professional Firefighters' Association
(WPFA)
and Woodland City Employees' Association (WCEA)**

Meeting Reconvened

**JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY
JUNE 7, 2016
6:00 P.M.**

A. CALL TO ORDER

B. ROLL CALL

**Present: 5 - Council Member Barajas, Council Member Denny, Council
Member Hilliard, Mayor Pro Tem Marble and Mayor Stallard**

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Woodland resident David Gould.

D. COMMUNICATIONS-PUBLIC COMMENT

**Former Mayor Skip Davies spoke on behalf of the Recreation Foundation and
event on October 8th.**

**Roy Murray addressed the issue of speed limit enforcement on the south end
of Ashley.**

E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Verbal updates provide by Council Members/Staff.

[16-544](#)

SUBJECT: Long Range Calendar

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

F. COMMITTEE REPORTS

[16-525](#)

SUBJECT: Historic Preservation Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the minutes of the Historic Preservation Commission meetings of August 19, 2015, October 21, 2015, November 18, 2015, December 16, 2015, January 20, 2016 and March 16, 2016.

Received Historic Preservation Commission Meeting Minutes of August 19, 2015, October 21, 2015, November 18, 2015, December 16, 2015, January 20, 2015 and March 16, 2016.

[16-530](#)

SUBJECT: Planning Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the minutes of the following Planning Commission meetings of February 18, 2016, March 3, 2016 and March 17, 2016.

Received Planning Commission Meeting Minutes of February 18, 2016, March 3, 2016 and March 17, 2016.

G. MINUTES

1. [16-545](#)

SUBJECT: Council Meeting Minutes

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meetings of May 3, 2016 and May 17, 2016.

Council Member Sean Denny made a correction to the May 17, 2016 Council Meeting Minutes. A motion was made at that meeting to extend the meeting and it was a 3-2 vote. Council Member Denny was one of the two members not in favor of extending the meeting. Minutes will be corrected to reflect this action.

H. PRESENTATIONS

2. [16-451](#)

SUBJECT: Proclamation Celebrating the Woodland Senior Center Computer Club's 25th Year

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation recognizing 25 years of service from the Woodland Senior Center Computer Club.

Council Member Angel Barajas presented the Proclamation Celebrating the Woodland Senior Center Computer Club's 25th Year to members of the Computer Club.

I. CONSENT CALENDAR

3. [16-553](#)

SUBJECT: Appointment of Library Board Member

Recommendation for Action: Staff recommends that the City Council

consider and appoint a member to the Library Board as recommended by the Council Sub-Committee.

Approved the appointment of Ellen Burriss to the Library Board.

4. [16-519](#)

SUBJECT: Approve the Purchase and Installation of Precast Restrooms for City, Campbell and Everman Parks

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute a contract with Public Restroom Company for the purchase of three precast restrooms for City, Campbell and Everman Parks utilizing BuyBoard Purchasing Cooperative not to exceed \$358,901.

Adopted Resolution No. 6640, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH PUBLIC RESTROOM COMPANY UTILIZING BUYBOARD PURCHASING COOPERATIVE PRICING IN THE AMOUNT NOT TO EXCEED \$358,901.

5. [16-521](#)

SUBJECT: Update to Manufactured Home Fair Practices Commission Fees for Net Operating Income and Fair Return Applications

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, (1) rescinding City Council Resolutions 4342 (dated April 2, 2002) and 4429 (dated April 15, 2003) and (2) establishing Manufactured Home Fair Practices Commission Net Operating Income and Fair Return applications on a time and materials basis with minimum initial deposits of \$10,000 (Net Operating Income) and Fair Return (\$16,000).

Adopted Resolution No. 6641, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND RESCINDING RESOLUTIONS NO. 4343 AND 4429 FOR NET OPERATING AND FAIR RETURN APPLICATIONS OF THE MANUFACTURED HOME FAIR PRACTICES COMMISSION AND INSTEAD CHARGING FEES BASED ON A TIME AND MATERIALS BASIS TO MORE ACCURATELY REFLECT ACTUAL COSTS.

6. [16-522](#)

SUBJECT: Intent to Levy Assessment: Spring Lake and Gateway Lighting & Landscaping Districts

Recommendation for Action: Staff recommends that the City Council approve and adopt:

- 1) Resolution No. _____, to Initiate Proceedings for the Annual Levy and Collection of Assessments;
- 2) Resolution No. _____, to Preliminarily Approve the Engineer's Annual Levy Report and the Levy and Collection of Annual Assessments;
- 3) Resolution No. _____, Declaring Intention to Conduct a Public Hearing on June 21, 2016 for the Spring Lake Lighting & Landscaping

Districts;

- 4) Resolution No. _____, to Initiate Proceedings for the Annual Levy and Collection of Assessments;
- 5) Resolution No. _____, to Preliminarily Approve the Engineer's Annual Levy Report and the Levy and Collection of Annual Assessments; and
- 6) Resolution No. _____, Declaring Intention to Conduct a Public Hearing on June 21, 2016 for the Gateway Lighting & Landscaping Districts.

Adopted Resolution No. 6642, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND INITIATING PROCEEDINGS FOR THE CITY OF WOODLAND GATEWAY LANDSCAPING AND LIGHTING DISTRICT, AND THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2016/2017 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972; Resolution No. 6643, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND PRELIMINARY APPROVING THE CITY OF WOODLAND GATEWAY LANDSCAPING AND LIGHTING DISTRICT ENGINEER'S REPORT, AND THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2016/2017; Resolution No. 6644, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, DECLARING ITS INTENTION TO CONDUCT A PUBLIC HEARING ON THE MATTER OF ASSESSMENTS AND ORDER THE LEVY OF ASSESSMENTS FOR THE CITY OF WOODLAND GATEWAY LANDSCAPING AND LIGHTING DISTRICT, FISCAL YEAR 2016/2017 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972; Resolution No. 6645, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND INITIATING PROCEEDINGS FOR THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT, AND THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2016/2017 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972; Resolution No. 6646, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND PRELIMINARY APPROVING THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT ENGINEER'S REPORT, AND THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2016/2017 and Resolution No. 6647, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, DECLARING ITS INTENTION TO CONDUCT A PUBLIC HEARING ON THE MATTER OF ASSESSMENTS AND ORDER THE LEVY OF ASSESSMENTS FOR THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT, FISCAL YEAR 2016/2017 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972.

7. [16-532](#)

SUBJECT: Approval of Emergency Solutions Grant Application for Fourth & Hope's Emergency Shelter Services Program

Recommendation for Action: Staff recommends that the City Council take the following actions:

- 1. Approve the submittal of a 2016 Emergency Solutions Grant application by Fourth and Hope for its Emergency Shelter Services Program; and
- 2. Direct the City Manager to sign a Certification of Local Approval for the grant application.

**Approved Emergency Solutions Grant Application for Fourth & Hope's
Emergency Shelter Services Program.**

8. [16-540](#)

SUBJECT: Product Durability Letter

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, supporting the Product Durability letter written on behalf of the Sustainability Committee and supporting letter be sent to local newspapers on behalf of the committee and the City Council.

**Adopted Resolution No. 6648, A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WOODLAND IN SUPPORT OF PRODUCT DURABILITY.**

Council Member Hilliard was opposed to this item.

**AYES: 4 - Council Member Barajas, Council Member Denny, Council Member
Marble and Mayor Stallard**

NOES: 1 - Council Member Hilliard

9. [16-542](#)

SUBJECT: State Theatre - Disposition and Development Agreement
Amendment

Recommendation for action: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute the attached Amendment to the Disposition and Development Agreement with Woodland State Theatre, LLC.

**Approved Resolution No. 6649, RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WOODLAND APPROVING AND AUTHORIZING THE CITY MANAGER
TO EXECUTE AN AMENDMENT NO. 2 TO DISPOSITION AND DEVELOPMENT
AGREEMENT WITH WOODLAND STATE THEATRE, LLC.**

10. [16-556](#)

SUBJECT: Waste Management Delinquent Garbage/Refuse
Accounts - Call for a Public Hearing

Recommendation for Action: Staff recommends that the City Council set a Public Hearing for July 5, 2016 to hear and approve the list of Delinquent Refuse Accounts and direct the Tax Collector of Yolo County to assess liens against real property to collect delinquent payments.

**Approved Public Hearing for July 5, 2016 to hear and approve the list of
delinquent refuse accounts and direct the Tax Collector of Yolo County to
assess liens against real property to collect delinquent payments.**

11. [16-520](#)

SUBJECT: Treasurer's Investment Report Quarter Ending March
31, 2016

Recommendation for Action: Staff recommends that City Council accept the quarterly Treasurer's Investment Report for the quarter

ended March 31, 2016.

Accepted the quarterly Treasurer's Investment Report for the quarter ending March 31, 2016.

12. [16-537](#) SUBJECT: Approve Installment Sale Agreement and Grant Water Recycling Construction Financing for the Industrial Park Recycled Water Project (CIP #15-10)

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to sign the Clean Water State Revolving Fund, Proposition 1 Water Recycling, California State Water Resources Control Board (SWRCB) Installment Sale Agreement and Grant Water Recycling Construction Financing - Clean Water State Revolving Fund Project No. C-06-8075-110, Agreement No. D15-01031.

Adopted Resolution No. 6650, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE INSTALLMENT SALE AGREEMENT AND GRANT – RECYCLED WATER CONSTRUCTION FINANCING FOR THE INDUSTRIAL PARK RECYCLED WATER PROJECT CIP #15-10.

13. [16-527](#) SUBJECT: ASR Wells #29 and #30 Well Equipping and Building, CIP# 15-02 Approve Plans and Specifications and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving plans & specifications and authorizing bid advertisement for CIP 15-02, New ASR Wells #29 and #30 Well Equipping and Building.

Adopted Resolution No. 6651, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE NEW ASR WELLS #29 AND #30 WELL EQUIPPING AND BUILDING PROJECT, CIP #15-02.

14. [16-546](#) SUBJECT: Approve Changes to the Utility Assistance Program

Recommendation for Action: Staff recommends that the City Council modify the Utility Assistance Program to decrease discount to \$60/month for up to six (6) months in a rolling 12-month period.

Approved approved changes to the Utility Assistance Program modifying the Utility Assistance Program to decrease discount to \$60 per month for up to six (6) months in a rolling 12-month period.

Council Member Jim Hilliard stated that he was opposed to Item No. 8, Product Durability Letter on the Consent Calendar.

On a motion by Council Member Barajas, seconded by Council Member Denny and carried unanimously for Consent Calendar Item No. 3 through 14 minus Item No. 8.

Ayes: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Council Member Marble and Mayor Stallard

On a motion by Council Member Barajas, seconded by Council Member Denny and carried on a 4-1 vote, Consent Calendar Item No. 8 was approved.

Ayes: 4 - Council Member Barajas, Council Member Denny, Council Member Marble and Mayor Stallard

Noes: 1 - Council Member Hilliard

J. PUBLIC HEARINGS

15. [16-526](#) SUBJECT: PUBLIC HEARING - 2015 Urban Water Management Plan

Recommendation for Action: Staff recommends that the City Council conduct a public hearing and adopt Resolution No. _____, approving the 2015 Urban Water Management Plan.

On a motion by Mayor Pro Tem Marble, seconded by Council Member Denny and carried unanimously, Council Members adopted Resolution No. 6652, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ADOPT THE URBAN WATER MANAGEMENT PLAN, CIP #14-09.

AYES: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Council Member Marble and Mayor Stallard

20. [16-554](#) SUBJECT: Measure E Renewal

Recommendation for Action: Staff recommends that the City Council:

1) Introduce Ordinance No. _____, re-authorizing and extending the City of Woodland's half-cent sales tax for general city services, programs and facilities for a period of twelve years, subject to approval by the voters at the November 8, 2016 municipal election; and

2) Provide comment on draft ballot language; and

3) Direct staff to return to Council with resolution calling for the consolidation of the election, and placing a single measure on the November 8, 2016 ballot.

On a motion by Council Member Hilliard, seconded by Council Member Denny and carried unanimously, Council Members Introduced first reading of an ordinance re-authorizing and extending the City of Woodland's half-cent sales tax for general city services, programs and facilities for a period of twelve years, subject to approval by the voters at the November 8, 2016 municipal election; and provided comments on draft ballot language; and directed staff to return to Council with resolution calling for the consolidation of the election, and placing a single measure on the November 8, 2016 ballot.

16. [16-502](#) SUBJECT: PUBLIC HEARING - Adopt a resolution increasing solar

photovoltaic permit fees to reflect actual costs incurred by the City Building Division performing inspections and plan reviews

Recommendation for Action: Staff recommends that the City Council hold a Public Hearing and adopt Resolution No. _____, establishing solar photovoltaic permit fees to reflect actual costs incurred by the City Building Division performing inspections and plan reviews.

Christine Shewmaker spoke regarding this item.

On a motion by Council Member Denny, seconded by Council Member Hilliard and carried unanimously, Council Members adopted Resolution No. 6653, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND INCREASING THE BUILDING PERMIT SOLAR FEE.

AYES: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Council Member Marble and Mayor Stallard

MAYOR PRO TEM MARBLE EXCUSED HIMSELF FROM THE REMAINDER OF THE COUNCIL MEETING DUE TO A PREVIOUS ENGAGEMENT.

17. [16-543](#)

SUBJECT: PUBLIC HEARING - Renewal of the 2016-2017 Annual Assessment for the Woodland Visitor Attraction District (BID)

Recommendation for Action: Staff recommends that the City Council:

1. Hold a Public Hearing to receive comments concerning the renewal of the 2016-2017 Annual Assessment for the Woodland Visitor Attraction District (BID); and
2. Adopt Resolution No. _____, confirming the 2016-2017 Annual Assessment Report; and
3. Adopt Resolution No. _____, authorizing the City Manager to sign the Administrative Agreement with Yolo County Visitors Bureau and retain a Marketing and Promotions Coordinator to implement the Woodland Visitor Attraction District.

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried unanimously, Council Members held a public hearing to receive comments concerning the renewal of the 2016-2017 Annual Assessment for the Woodland Visitor Attraction District (BID); adopted Resolution No. 6654, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CONFIRMING THE ASSESSMENT REPORT AND APPROVING THE LEVY OF AN ASSESSMENT FOR THE VISITOR ATTRACTION DISTRICT FOR FISCAL YEAR 2016-2017 PURSUANT TO THE PARKING AND BUSINESS IMPROVEMENT AREA LAW OF 1989 and revisions to Resolution No. 6655, RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ADMINISTRATIVE AGREEMENT WITH YOLO COUNTY VISITORS BUREAU FOR FISCAL YEAR 2016-2017.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 1 - Mayor Pro Tem Marble

18. [16-550](#) SUBJECT: Digital Freeway Sign at 530 Quality Circle - Conditional Use Permit, Site Plan and Design Review, and Operating Agreement. The project includes a request by applicant Scott Vanderbeek, for approval of a Conditional Use Permit, Site Plan and Design Review application, and approval of an Operating Agreement between the applicant and the City of Woodland to allow for a 45-foot tall digital freeway sign along the southern property line of 530 Quality Circle, just north of the Interstate 5 freeway corridor and just west of the new Woodland Motors Dealership within the Industrial, Entryway Overlay Zone (I/EOZ).

Recommendation for Action: Staff recommends that the City Council:

- 1) Conduct the public hearing;
- 2) Take action to approve the Conditional Use Permit, Site Plan and Design Review application for the 530 Quality Circle sign based on preferred design, location and terms of operation and overall community benefit, including all proposed operating deal points and provide any additional recommendations from the City Council to be negotiated by staff for inclusion in the Operating Agreement;
- 3) Take action to direct staff to prepare the final approval documents (Resolutions and Operating Agreement) for the digital sign application at 530 Quality Circle; and
- 4) Continue the item to June 21, 2016, the next regularly scheduled meeting of the City Council, to take final action to adopt the prepared Resolutions and approve the Operating Agreement for the digital freeway sign application at 530 Quality Circle.

Item 18 and 19 were taken-up at the same time.

19. [16-548](#) SUBJECT: Digital Freeway Sign at 2140 Freeway Drive - Conditional Use Permit, Site Plan and Design Review, and Operating Agreement. The project includes a request by applicant, P.C. Dixon I, LLC and Pacific Horizon Group, LLC, for approval of a Conditional Use Permit, Site Plan and Design Review application, and approval of an Operating Agreement between the applicant and the City of Woodland to allow for a 65-foot tall digital freeway sign at the southeast corner of 2140 Freeway Drive adjacent to (north of) Interstate 5, within the Commercial Highway, Entryway Overlay Zone (C-H/ EOZ)

Recommendation for Action: Staff recommends that the City Council:

- 1) Conduct the public hearing; and
- 2) Direct staff to prepare the Resolution for Denial for the 2140 Freeway Drive digital sign application; and
- 3) Continue the item to June 21, 2016, the next regularly scheduled meeting of the City Council, to take final action to adopt the resolution for denial.

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried on a 3 to 1 vote, Council Members approved the Digital Freeway Sign at 530 Quality Circle and directed staff to prepare the appropriate resolutions for approval and operating agreement and resolution for denial.

AYES: 3 - Council Member Barajas, Council Member Hilliard and Mayor Stallard

NOES: 1 - Council Member Denny

ABSENT: 1 - Mayor Pro Tem Marble

K. REPORTS OF THE CITY MANAGER

21. [16-557](#) **SUBJECT:** Process for Filling Council Vacancy by Appointment

Recommendation for Action: Staff recommends that the City Council receive an informational report and provide direction on initiating the process for filling the pending City Council vacancy through an appointment.

Council Members gave direction to staff to begin the recruitment process for Bill Marble's vacancy effective July 4, 2016 with the understanding that there be some flexibility on the next steps of the process depending on the number of applications received.

L. ADJOURNED at 7:58 PM

Respectfully submitted,

/S/ Ana B. Gonzalez, City Clerk

Adopted by Council: July 19, 2016