

City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Minutes - Final

Tuesday, July 19, 2016

6:00 PM

MINUTES ADOPTED BY COUNCIL

Council Chambers

City Council

**CITY COUNCIL
CLOSED SESSION
5:15 PM**

A. CALL TO ORDER

B. CLOSED SESSION

**B. 1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to
Government**

Code Section 54956.8

Property: APN 042-030-012

**Agency Negotiator: City Manager, Community Development Director, and
City Attorney**

Negotiating Parties: Tuleyome and Explorit

Under Negotiation: Price and Terms of Payment

**B. 2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Section 54956.9(d)(1))**

**BNK Construction, Inc. v. Woodland State Theatre, LLC, et al., Superior
Court of California, County of Yolo, Case No. CV16-873**

**B. 3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Section 54956.9(d)(1))**

**Olson v. City of Woodland, U.S. District Court, Eastern District of
California, Case No. 2:16-cv-01477-JAM-AC**

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY

JULY 19, 2016

6:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

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

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Fire Captain Eric Zane.

D. COMMUNICATIONS-PUBLIC COMMENT

Patricia Morgan regarding Freeman Park.

Judy Simas spoke regarding Council forum for vacant City Council seat.

E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Council Members/Staff.

[16-630](#)

SUBJECT: Long Range Calendar

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

F. MINUTES

1. [16-626](#)

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 June 7, 2016 and June 21, 2016.

On a motion by Council Member Denny, seconded by Council Member Hilliard and carried unanimously, Council Members adopted the minutes of the the Joint Regular City Council/Woodland Finance Authority meetings of June 7, 2016 and June 21, 2016 with typographical corrections to the June 7th meeting minutes.

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

G. CONSENT CALENDAR

A motion was made by Council Member Hilliard, seconded by Council Member Barajas, that the be approved with changes. The motion carried by the following vote:

2. [16-617](#)

SUBJECT: Community Services Department Quarterly Status Report for the period of April through June 2016

Recommendation for Action: Staff recommends that the City Council accept the Community Services Department's Quarterly Status Report.

Approved the Community Services Department Quarterly Status Report for the period of April through June 2016.

3. [16-801](#)

SUBJECT: Woodland City Employees' Association MOU Agreement

Recommendation for Action

Staff recommends that the City Council Adopt Resolution No. _____, ratifying a three-year Memorandum of Understanding with the

Woodland City Employees' Association, covering the period from July 1, 2016 through June 30, 2019.

Adopted Resolution No. 6682, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CERTAIN TERMS AND CONDITIONS FOR GENERAL SERVICES UNIT EMPLOYEES.

4. [16-800](#) SUBJECT: Woodland Professional Firefighters Association MOU Agreement

Recommendation for Action: Staff recommends that the City Council Adopt Resolution No. _____, ratifying a three-year Memorandum of Understanding with the Woodland Professional Firefighters Association, covering the period from July 1, 2016 through June 30, 2019.

Adopted Resolution No. 6683, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CERTAIN TERMS AND CONDITIONS FOR FIRE EMPLOYEES.

5. [16-606](#) SUBJECT: Approval of Resolution No. _____, a Resolution of the City Council of the City of Woodland, approving the Easement Acquisition Agreement between the City of Woodland and Ram n. Sah and B. Devi Sah

Recommendation for Action: Staff recommends that the City Council Approve Resolution No. _____, a Resolution of the City Council of the City of Woodland approving the easement acquisition agreement between the City of Woodland and Ram N. Sah and B. Devi Sah, Trustees of The Ram N. Sah and B Devi Sah Trust, dated April 14, 1993; approving the Agreement and authorizing the City Manager to sign the Agreement.

Adopted Resolution No. 6684, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE EASEMENT ACQUISITION AGREEMENT BETWEEN THE CITY OF WOODLAND AND RAM N. SAH AND B. DEVI SAH, TRUSTEES OF THE RAM N. SAH AND B DEVI SAH TRUST, DATED APRIL 14, 1993.

6. [16-618](#) SUBJECT: Authorize the Purchase of Four FY 2016/2017 Public Works Trucks

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of four (4) FY 2016/2017 trucks for the Public Works Department through Elm Ford of Woodland in the amount of \$152,173.88.

Adopted Resolution No. 6685, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE PURCHASE OF FOUR PUBLIC WORKS TRUCKS.

7. [16-619](#) SUBJECT: Final Acceptance and Notice of Completion for Water

Transmission Main West, CIP #12-05

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, accepting the Water Transmission Main West, CIP #12-05 construction project as completed and authorizing the City Clerk to file a Notice of Completion.

Adopted Resolution No. 6686, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION FOR WATER TRANSMISSION MAIN WEST PROJECT (CIP #12-05).

8. [16-635](#)

SUBJECT: Revised Job Descriptions - Assistant City Manager / Director of Community and Economic Development, Community Services Director

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

1. Adopt the revisions to the job descriptions for:
 - a. Assistant City Manager/ Director of Community and Economic Development; and
 - b. Community Services Director; and
2. Approve salary ranges for specified job descriptions

Approved Revised Job Descriptions and salary range for Assistant City Manager/Director of Community and Economic Development and Community Services Director.

9. [16-616](#)

SUBJECT: Special Assessment Tax Roll Collections

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, Requesting Collection of Charges on the Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and Community Facilities Districts and described herein.

Adopted Resolution No. 6687, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND REQUESTING COLLECTION OF CHARGES ON TAX ROLL.

10. [16-621](#)

SUBJECT: Annual Appropriations Limit

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the City of Woodland's Fiscal Year 2016/17 Appropriations Limit.

Adopted Resolution NO. 6688, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO SET THE APPROPRIATION LIMIT, IN ACCORDANCE WITH ARTICLE XIII-B OF THE STATE CONSTITUTION FOR FISCAL YEAR 2016/17.

On a motion by Council Member Hilliard, seconded by Council Member Barajas

and carried unanimously, Council Members adopted Consent Calendar Items No. 2 through 10, with corrections to Item No. 3 and 4 due to technical errors.

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

H. PUBLIC HEARINGS

11. [16-633](#) **SUBJECT:** PUBLIC HEARING - OPEN AND CONTINUE - Prudler Tentative Subdivision Map Project (PLNG 14-00090): A request to amend the General Plan and Spring Lake Specific Plan, rezone the project site, and approve a Tentative Subdivision Map (TSM #4856), Conditional Use Permit and Development Agreement to allow the development of 183 detached single-family units in two phases and a 1.46 acre park, on an approximately 38-acre site located at the northeast corner of East Street and Sports Park Drive/ County Road (CR) 24A in the City of Woodland

THIS ITEM WILL BE OPENED AND CONTINUED TO THE AUGUST 23, 2016 COUNCIL MEETING.

This Public Hearing was opened and continued to the August 23, 2016 Council Meeting.

I. REPORTS OF THE CITY MANAGER

12. [16-625](#) **SUBJECT:** General Plan Update Progress Report
- Recommendation for Action: Staff recommends that the City Council take the following actions:
1. Receive progress report #8 regarding the General Plan Update Project
 2. Accept the Public Draft General Plan Update 2035 documents; and
 3. Authorize a budget adjustment and grant the City Manager authority to amend the existing General Plan consultant contract with Dyett Bhatia up to an additional \$17,200 to provide funds to complete necessary traffic modeling and analysis.

On a motion by Council Member Denny, seconded by Council Member Hilliard and carried unanimously, Council Members received the General Plan Update Progress Report and authorized budget adjustment and granted City Manager authority to amend the existing General Plan consultant contract with Dyett Bhatia up to an additional \$17,200 to provide funds to complete necessary traffic modeling and analysis.

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

13. [16-629](#) **SUBJECT:** MakerSpace - Community Learning Lab (Library Improvement Project, CIP 15-08; Approve Plans and Specifications

and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, approving the plans and specifications and authorizing bid advertisement for the MakerSpace - Community Learning Lab Project (Library Improvement Project, CIP 15-08).

On a motion by Council Member Barajas, seconded by Council Member Denny and carried unanimously, Council Members adopted Resolution No. 6689, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING BID ADVERTISEMENT FOR THE MAKERSPACE – COMMUNITY LEARNING LAB (LIBRARY IMPROVEMENT PROJECT, CIP 15-08).

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

14. [16-620](#)

SUBJECT: Water Rate Study Update

Recommendation for Action: Staff recommends that the City Council authorize the City Manager to award and execute a sole source contract with HDR Engineering, Inc. to prepare an update to the City's Water Rate Study

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried unanimously, Council Members adopted Resolution No. 6690, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO AWARD AND EXECUTE A CONTRACT WITH HDR ENGINEERING, INC TO PREPARE A 2017 WATER RATE STUDY

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

15. [16-624](#)

SUBJECT: Solar Project - Authorization for City Manager to Execute the First Amendment to the Lease Agreement with Conaway Preservation Group and to Execute Easement Agreements with PG&E

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, which authorizes the City Manager to execute the First Amendment to the 2014 Lease Agreement between the City and Conaway Preservation Group and to execute Easement Agreements with PG&E for the Water Pollution Control Facility solar project.

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried unanimously, Council Members adopted Resolution No. 6691, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS WITH PG&E AND CONAWAY PRESERVATION GROUP TO FACILITATE THE INTERCONNECTION OF THE WATER POLLUTION CONTROL FACILITY SOLAR ARRAY TO THE PG&E SYSTEM.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member

Hilliard and Mayor Stallard**16. [16-627](#)**

SUBJECT: Ballot Argument - Half-Cent Sales Tax Extension
(Measure F)

Recommendation for Action: Staff recommends that the City Council:

- 1) Designate a Council subcommittee to draft ballot argument for Measure F (half-cent sales tax extension); and
- 2) Authorize all Council Members to sign the ballot argument to be filed with the City Clerk no later than 5:00PM on August 12, 2016; and
- 3) Authorize one or more Council members to draft and file a rebuttal to any argument opposing Measure F, should one be filed with the City Clerk.

Council Members designated Council Member Barajas and and Mayor Stallard as the Council subcommittee to draft the ballot argument for Measure F (half-cent sales tax extension; authorized all Council Members to sign the ballot argument to be filed with the City Clerk no later than 5:00PM on August 12, 2016 and authorized one or more Council Members to drat and file arebuttal to any argument opposing Measure F, should one be filed with the City Clerk.

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

17. [16-610](#)

SUBJECT: Designate Delegate for the Annual League of California Cities Conference

Recommendation for Action: Staff recommends that the City Council designate a voting delegate to represent the City at the Annual Conference of the League of California Cities to be held in Long Beach, October 5 - October 7, 2016.

On a motion by Council Memer Hilliard, seconded by Council Member Barajas and carried unanimously, Council Members designated Mayor Stallard as the voting delegate to represent the City at the Annual Conference of the LEague of California Cities to be held in Long Beach, October 5 - 7, 2016.

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

18. [16-628](#)

SUBJECT: Next Steps for Filling Council Vacancy by Appointment

Recommendation for Action: Staff recommends that the City Council:

- 1) Receive an update on the Council vacancy and
- 2) Provide direction on "next steps" for filling the vacancy.

Council Members received an update on the Council vacancy. On a motion by Council Member Hilliard, seconded by Council Member Denny and carried on a 3-1 vote, Council Members approved the appointment of Marlin H. "Skip" Davies to the vacancy left by Mayor Pro Tempore Marble.

**AYES: 3 - Council Member Denny, Council Member Hilliard and Mayor Stallard
NOES: 1 - Council Member Barajas**

19. [16-634](#)

SUBJECT: Selection of Mayor Pro Tempore and Process for Mayor and Mayor Pro Tempore Selection and Rotation

Recommendation for Action: Staff recommends that the City Council:

- 1) Select a Mayor Pro Tempore from among the City Council members, and
- 2) Discuss the process for selecting a mayor and mayor pro tempore and rotation of office holders, and
- 3) If applicable, direct staff to return to Council with amendments to the relevant Municipal Code sections governing this topic.

Council Members discussed process for selecting a mayor and mayor pro tempore and rotation of office holders and gave direction to staff to return to Council with amendments to the relevant Municipal Code sections governing this topic.

On a motion by Council Member Hilliard, seconded by Council Member Denny and carried unanimously, Council Members appointed Council Member Barajas as the Mayor Pro Tempore on a one-year rotation.

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

On a motion by Council Member Denny, seconded by Mayor Pro Tem Barajas and carried on a 3-1 vote, Council Members appointed Council Member Jim Hilliard as Mayor to serve out the remaining limited term.

**AYES: 3 - Council Member Barajas, Council Member Denny, Mayor Hilliard
NOES: 1 - Council Member Stallard**

J. ADJOURNED AT 7:50PM

Respectfully submitted,

/s/ Ana B. Gonzalez, City Clerk

Adopted by Council: August 23, 2016