

City of Woodland

City Hall
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, November 21, 2017

6:00 PM
Council Chambers
City Council

**CITY COUNCIL
CLOSED SESSION**

5:30 PM

A. CALL TO ORDER

B. CLOSED SESSION

B.1 CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to Section 54957.6

Agency Designated Representatives: City Manager and Human Resources Manager

Employee Organization(s): Mid-Management Unit Employees

B.2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Pursuant to Section 54956.8

Properties: APN 042-580-015 and APN 027-852-007

Agency Negotiator: City Manager, Assistant City Manager, and City Attorney

Negotiating Parties: GST Capital Partners, LLC

Under Negotiations: Price and Terms of Payment

JOINT MEETING CITY COUNCIL/WOODLAND FINANCE AUTHORITY

November 21, 2017

6:00 PM

A. CALL TO ORDER

Meeting called to order at 6:07 PM.

B. ROLL CALL

All Council Members present.

Present: Barajas, Davies, Fernandez, Rodriguez and Stallard

Absent: None

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Phil Hogan.

D. COMMUNICATIONS-PUBLIC COMMENT

None.

E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Council Members/Staff.

1. Long Range Calendar

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

F. PRESENTATIONS

2. Small Business Saturday Proclamation

Staff recommends that the City Council adopt a Proclamation declaring Saturday, November 25, 2017 as Small Business Saturday.

On a motion by Council Member Davies, seconded by Council Member Stallard and carried unanimously, Council Members adopted a Proclamation declaring Saturday, November 25, 2017 as Small Business Saturday. Mayor Pro Tem Fernandez presented the proclamation to Rose Marie.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

G. CONSENT CALENDAR

3. Appropriate Project Funding for Storm Repair Projects

Staff recommends that the City Council adopt Resolution No. _____, 1) Authorizing the City Manager to create a new capital project, the Main Street Sanitary Sewer and Storm Repairs, CIP 17-23, appropriate \$60,000 from Annual Sewer Repair and Replacement, CIP 08-21 to CIP 17-23, and appropriate \$40,000 from Measure E to CIP 17-23; and 2) Authorizing the City Manager to create a new capital project, the East Main Pump Station (EMPS) Storm Main Repairs, CIP 17-24 and appropriate \$50,000 from Measure E to CIP 17-24.

Adopted Resolution No. 6960, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROPRIATE PROJECT FUNDING FOR SEWER AND STORM REPAIR PROJECTS.

4. Police Department Quarterly Status Report for the Period of July 2017-September 2017

Staff recommends that the City Council accept the Police Department Quarterly Status Report for July 2017 through September 2017.

Received Quarterly Status Report for the period of July 2017 through September 2017.

5. Approve Contract Amendment with BSK Associates for 2018 Water Quality Testing Services

Staff requests that the City Council adopt Resolution No. _____, authorizing the City Manager to execute Amendment #3 to the agreement with BSK Associates for the 2018 Water Quality Testing Services, for an additional amount of \$108,327.

Council Member Stallard had a concern about maintaining transparency and doing the best job possible for the public, to insure they are getting services at the lowest possible price, and fair competition among all people who can

provide the service. Council Members Stallard's recommendation to staff is that there is a re-vetting in 2018 on this contract and have outside people participate.

On a motion by Council Member Stallard, seconded by Mayor Pro Tem Fernandez and carried unanimously, Council Members adopted Resolution No. 6961, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE CONTRACT AMENDMENT WITH BSK ASSOCIATES FOR THE 2018 WATER QUALITY TESTING SERVICES.

AYES: Barajas, Davies, Fernandez, Rodriguez, Stallard

6. FY 2018 OTS STEP Grant Application

Staff recommends that the City Council approve the appropriation of \$75,000 received via the FY18 Office of Traffic Safety Selective Traffic Enforcement Program (STEP) grant award.

Council Member Stallard voiced concerns about speeding in residential areas in the City. This is becoming a serious problem. Council Member Stallard's recommendation to staff is that this be a priority on slowing down traffic in the neighborhoods of Woodland with the use of signage and speed bumps.

On a motion by Council Member Stallard, seconded by Council Member Davies and carried unanimously, Council Members adopted Resolution No. 6962, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO APPROPRIATE \$75,000 TO THE FY18 WOODLAND POLICE DEPARTMENT BUDGET.

AYES: Barajas, Davies, Fernandez, Rodriguez, Stallard

7. Final Acceptance and Notice of Completion for WPCF Clarifier Coating Project, CIP #17-20

Staff recommends that the City Council adopt Resolution No. _____, accepting the WPCF Clarifier Coating Project, CIP #17-20, as completed and authorizing the City Clerk to file a Notice of Completion.

Adopted Resolution No. 6963, 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 WPCF CLARIFIER COATING PROJECT (CIP #17-20).

8. Revisions to the Engineering Assistant/Senior Engineering Assistant Job Description; Upgrade current vacant Engineering Technician III to an Engineering Assistant/Senior Engineering Assistant within Community Development Department

Staff recommends that the City Council adopt the revisions to the Engineering Assistant/Senior Engineering Assistant job description and authorize an upgrade of the current vacant Engineering Technician III to an Engineering Assistant/Senior Engineering Assistant within Community Development Department.

Adopted revisions to the Engineering Assistant/Senior Engineering Assistant job description and authorized an upgrade of the current vacant Engineering Technician III to an Engineering Assistant/Senior Engineering Assistant within Community Development Department.

9. License Agreement with BZ-Bee Pollination – Bee Storage Yards

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.

Adopted Resolution No. 6964, A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A LICENSE AGREEMENT WITH BZ-BEE POLLINATION, INC. TO USE PORTIONS OF SIX CITY OWNED PARCELS AS BEE STORAGE YARDS.

10. Support for Countywide Yolo Government Accountability and Transparency Program

Staff recommends that the City Council endorse LAFCO-initiated Government Accountability and Transparency Initiatives to include:

- 1) Adoption of Yolo Local Government Accountability and Transparency Program Statement
- 2) Request Yolo LAFCo to Conduct Municipal Service Reviews for Selected Types of Joint Powers Authorities/Agencies; and
- 3) Implement a Web Transparency Scorecard Process for Local Government Agencies.

Council Member Stallard requested that Consent Calendar items no. 5 and 6 be pulled off consent for discussion.

Endorsed LAFCO-initiated Government Accountability and Transparency Initiatives to include: Adoption of Yolo Local Government Accountability and Transparency Program Statement; Requested Yolo LAFCO to conduct Municipal Service Reviews for selected types of Joint Powers Authorities/Agencies; and approved implementation of a Web Transparency Scorecard Process for Local Government agencies.

On a motion by Council Member Stallard, seconded by Council Member Rodriguez and carried unanimously, Council Members approved Consent Calendar items no. 1 through 4 and 7 through 10.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

H. PUBLIC HEARINGS

11. PUBLIC HEARING - Zoning Ordinance to Add Commercial Cannabis Uses

Staff recommends that the City Council:

1. Receive a Report concerning the proposed addition of Article 25-21.6 to the City of Woodland Zoning Code related to commercial cannabis zoning

- regulations; and
- 2. Conduct a public hearing; and
- 3. Find that this Ordinance is not a project subject to California Environmental Quality Act (CEQA) review pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations and Business and Professions Code Section 26055(h), as set forth in this Ordinance; and
- 4. Introduce and waive the first reading of an ordinance adding Article 25-21.6 to the Woodland Municipal Code; and
- 5. Schedule the second reading for adoption of Ordinance No. _____ for the December 5, 2017 City Council meeting.

On a motion by Council Member Davies, seconded by Council Member Rodriguez and carried on a 4 - 1 vote, Council Members introduced and waived the first reading of an ordinance adding Article 25-21.6 to the Woodland Municipal Code as follows:

- 1. To allow, subject to the granting of a Conditional Use Permit (CUP): cannabis manufacturing, distribution, and testing facilities for medical and adult-use cannabis;
- 2. To prohibit cannabis retailers and commercial cultivation of cannabis in the City;
- 3. No more than six (6) CUPs will be approved in total for all commercial cannabis uses (but multiple uses may be located on one parcel or site within a single CUP);
- 4. All commercial cannabis businesses would be limited to the Industrial and Light Industrial Flex Zones;
- 5. Within the Industrial and Light Industrial Flex zones, a 600-foot buffer from specified sensitive uses (schools, day care centers, youth centers and public parks), consistent with but slightly expanded beyond, State Law, will apply to every cannabis use;
- 6. Additional findings and review criteria apply to the CUP approval process in order to allow the city the ability to assess impacts associated with facility size, mix of uses, concentration in an area, and impact on other businesses and surrounding properties; and
- 7. City Council will act as final review authority for granting the CUPs, with recommendation from Planning Commission.

Ayes: Council Member Davies, Fernandez, Rodriguez and Mayor Barajas

Noes: Council Member Stallard

I. REPORTS OF THE CITY MANAGER

12. Commercial Cannabis Business Regulatory Ordinance

Staff recommends that the City Council:

- 1. Receive a Report concerning the proposed addition of Chapter 13A to the City of Woodland Municipal Code related to commercial cannabis business permits and regulations; and
- 2. Find that this Ordinance is not a project subject to California Environmental Quality Act (CEQA) review pursuant to Section 15061 (b) (3) of Title 14 of the

California Code of Regulations as set forth in this Ordinance; and

3. Introduce and waive the first reading of an ordinance adding Chapter 13A to the Woodland Municipal Code; and

4. Schedule the second reading of adoption of Ordinance No. _____ for the December 5, 2017 City Council.

On a motion a motion by Mayor Pro Tempore Fernandez, seconded by Council Member Rodriguez and carried on a 3-1-1 vote, Council Members introduced and waived the first reading of Ordinance No.1630, approving the proposed addition of Chapter 13 as follows:

- 1. Adds new Chapter 13A to the Woodland Municipal Code to ensure all regulatory and permitting requirements for commercial cannabis businesses are self contained within a single chapter of the Code;**
- 2. Requires every cannabis business permitted by the Zoning Code to obtain and maintain valid State licenses, a City-issued business license, and a Cannabis Business Permit;**
- 3. Requires that if multiple operators are contained within a single site, (per an approved Conditional Use Permit (CUP), each operator must obtain a separate permit to conduct the cannabis business;**
- 4. Establishes a cannabis business permit program fee, with applicable fees to be set by resolution of City Council;**
- 5. Permits are not transferable and have a term of 1-year;**
- 6. Violations of the Cannabis Business Permit conditions, the applicable CUP, or State or local law constitute grounds for revocation or suspension of the Permit;**
- 7. Requires both a Business Plan and Community Relations Plan;**
- 8. Applicants are required to enter into an Operating Agreement with the City to ensure community benefits of the business adequately address potential adverse impacts on the community, and shall include an indemnification of the City;**
- 9. Cannabis businesses shall be locked and secured at all times, with sensitive areas such as storage of cannabis and cannabis products accessible only by authorized managers and staff of the permittee;**
- 10. Security surveillance cameras and an alarm system are required, subject to City approval;**
- 11. All persons under 21 years of age are prohibited from the cannabis business site;**
- 12. Cannabis consumption and alcohol are prohibited on the cannabis business site; and**
- 13. Out-of-town based delivery services must obtain a cannabis delivery permit and may not utilize cash transaction at the time of delivery of the product.**

Ayes: Mayor Pro Tem Fernandez, Council Member Rodriguez and Mayor Barajas

Noes: Council Member Stallard

Abstain: Council Member Davies

13. Review of Draft Commercial Cannabis Permit Fees

Staff recommends that the City Council review and provide feedback on draft Commercial Cannabis Permit Fees associated with implementation of the City's Commercial Cannabis Business Program.

Reviewed and provided feedback on Draft Commercial Cannabis Permit Fees associated with implementation of the City's Commercial Cannabis Business Program.

14. Fiscal Year 2017/18 Quarterly Budget Update

Staff recommends that the City Council:

- 1) Receive an informational report representing the FY2017/18 First Quarter Budget Update, and
- 2) Receive a brief presentation on OpenGov; the City's newly implemented financial transparency tool.

Received informational report representing the FY 2017/18 First Quarter Budget Update and received a brief presentation on Open Gov; the City's newly implemented financial transparency tool.

J. ADJOURN

Meeting adjourned at 8:19PM.

Respectfully submitted,

/S/ Ana B. Gonzalez, City Clerk

Adopted by Council: December 5, 2017