

CITY OF YUBA CITY
STAFF REPORT

Date: June 7, 2022
To: Honorable Mayor & Members of the City Council
From: Administration Department
Presentation By: Ciara Wakefield, City Clerk Administrator

Summary

Subject: Minutes of May 10, 11, 17, and 24, 2022
Recommendation: Approve minutes of May 10, 11, 17, and 24, 2022
Fiscal Impact: N/A

Attachments:

1. 05-10-2022 - Special Closed Session Minutes (DRAFT)
2. 05-11-2022 - Special Meeting Workshop Minutes (DRAFT)
3. 05-17-2022 - Regular Meeting Minutes (DRAFT)
4. 05-24-2022 - Special Meeting Budget Workshop Minutes (DRAFT)

Prepared By:
Ciara Wakefield
City Clerk Administrator

Submitted By:
Diana Langley
City Manager

ATTACHMENT 1

MINUTES (DRAFT)
NOTICE AND CALL OF SPECIAL MEETING
MAY 10, 2022
5:30 P.M. – CLOSED SESSION

Special Closed Session – Sutter Room/Virtual

The Special Meeting of the City Council was called to order in the Sutter Room by Mayor Shaw at 5:31 PM

Roll Call:

Present: Mayor Shaw, Vice Mayor Kirchner, Councilmembers Boomgaarden, Espindola and Harris

Absent: None

Closed Session

- A. Conference with Labor Negotiators (Pursuant to Government Code, Section 54957.6.)
Agency designated representatives: Diana Langley, City Manager, Natalie Springer, Human Resources Director, Brad McIntire, Community Services Director, Spencer Morrison, Finance Director, Ben Moody, Public Works and Development Services Director, Brian Baker, Police Chief, Jesse Alexander, Fire Chief, Michael Jarvis, LCS
Employee organizations: Yuba City Police Officers; Police Sergeants; Yuba City Firefighters Local 3793; Yuba City Fire Management; First Level Managers, Mid Managers, Police Sworn Mid Managers; and Public Employees Local No. 1
Unrepresented employees: Confidential Employees, Executive Services Employees

No reportable action

Adjournment

[Councilmember Espindola departed the meeting at 6:25 PM]

Mayor Shaw adjourned the Special Closed Session Meeting at 7:20 PM

Dave Shaw, Mayor

ATTEST:

Ciara Wakefield, Deputy City Clerk

ATTACHMENT 2

MINUTES (DRAFT)
NOTICE AND CALL OF SPECIAL MEETING
MAY 11, 2022
7:00 A.M. – SPECIAL MEETING

Special Meeting – Harvest Room

Mayor Shaw called the Special Meeting of the City Council to order at 7:30 AM

Roll Call:

Present: Mayor Shaw and Councilmembers Kirchner, Boomgaarden, Espindola and Harris

Absent: None

Business from the Council

1. City Council Team Building and Training Workshop

Facilitated by Juan Lopez, Amistad and Associates

Adjournment

The Special Meeting was adjourned by Mayor Shaw at 1:05 PM

Dave Shaw, Mayor

ATTEST:

Ciara Wakefield, Deputy City Clerk

ATTACHMENT 3

MINUTES (draft)
CITY COUNCIL - CITY OF YUBA CITY
REGULAR MEETING – MAY 17, 2022
5:00 P.M. CLOSED SESSION:SUTTER ROOM/VIRTUAL
6:00 P.M. REGULAR MEETING COUNCIL CHAMBERS/VIRTUAL

Call to Order

The Closed Session Meeting of the City Council was called to order by Mayor Shaw at 5:00 PM

Roll Call

Present: Mayor Shaw, Vice-Mayor Kirchner, and Councilmembers Boomgaarden, Espindola, and Harris

Absent: None

Closed Session

- A. Conference with Labor Negotiators (Pursuant to Government Code, Section 54957.6.)
Agency designated representatives: Diana Langley, City Manager, Natalie Springer, Human Resources Director, Brad McIntire, Community Services Director, Spencer Morrison, Finance Director, Ben Moody, Public Works and Development Services Director, Brian Baker, Police Chief, Jesse Alexander, Fire Chief, Michael Jarvis, LCS
Employee organizations: Yuba City Police Officers; Police Sergeants; Yuba City Firefighters Local 3793; Yuba City Fire Management; First Level Managers, Mid Managers, Police Sworn Mid Managers; and Public Employees Local No. 1
Unrepresented employees: Confidential Employees, Executive Services Employees

No public comment received

Regular Meeting

The Regular Meeting of the City Council was called to order by Mayor Shaw at 6:03 PM

Roll Call

Present: Mayor Shaw, Vice-Mayor Kirchner, and Councilmembers Boomgaarden, Espindola, and Harris

Absent: None

Invocation/Inspiration

Dan Callahan, First Baptist Church of Yuba City

Pledge of Allegiance to the Flag

Scott Chandler, Deputy Director Public Works - Maintenance

City Attorney's Report on Closed Session Items

No reportable action was taken

Agenda Modifications/Approval of Agenda

No changes were made

Ceremonial Presentations

1. Sutter Marine, Inc., Retirement Proclamation

Mayor Shaw presented a proclamation to Brian and Charlene Tahara, owners of Sutter Marine, Inc.

2. National Public Works Week Proclamation

Mayor Shaw presented a proclamation to Ben Moody, Director of Public Works and Public Works staff.

3. National Police Week Proclamation

Mayor Shaw presented a proclamation to Chief Baker and Police Department staff.

4. Open Counter Presentation

No presentation given. Continued to next regular meeting: 6/7/22.

5. Sam Brannan Park Presentation

Brad McIntire, Community Services Director gave a presentation.

Public Communication

6. Appearance of Interested Citizens

Raji Tumber spoke
Piara Johl spoke
Tej Mann spoke

Consent Calendar

Councilmember Espindola moved and Vice-Mayor Kirchner seconded the motion to:

7. Minutes of April 19, 2022

Approve minutes of April 19, 2022

8. Salary Schedule Modifications in the Police Department

Adopt a corrected Resolution amending the salary schedule and removing

assignment pay job class codes

9. Fire Management Memorandum of Understanding (MOU)

Adopt a Resolution approving the Memorandum of Understanding with the Fire Management group

10. Feather River West Levee Financing Authority Proposition 218 Property Owner Protest Ballots for City-Owned Property

Adopt a Resolution authorizing the City Manager to vote "yes" on the Proposition 218 Property Owner Protest Ballots for the Feather River West Levee Financing Authority's (FRWLFA) Operations and Maintenance Assessment for City-owned property

11. East Sanborn Estates Subdivision (Acceptance of Public Improvements)

Adopt a Resolution accepting certain street and related improvements pursuant to the East Sanborn Estates Subdivision Agreement with Interwest Homes Corp., and authorizing the Subdivider to file a Notice of Completion (Subdivision is located north of Jodi Drive, east of Sanborn Road, and south of La Rabyn Way)

12. Hooper Ranch Subdivision (Acceptance of Public Improvements)

Adopt a Resolution accepting certain street and related improvements pursuant to the Hooper Ranch Estates Subdivision Agreement with Riverland Homes, Inc., and authorizing the Subdivider to file a Notice of Completion. (Subdivision is located north of Monroe Road, west of Hooper Road, and south of Jefferson Avenue)

13. Domain Estates Phase 3 (Annexation #2 of property in CFD 2021-1)

Adopt a Resolution annexing a certain area, Domain Estates Phase 3, within the City Limits into an existing Community Facilities District (CFD No. 2021-1) to fund municipal services, and filing said Resolution, along with the First Amendment to the Notice of Special Tax Lien, in the office of County Recorder of the County of Sutter

14. Faith Court Subdivision (Annexation #1 of property in CFD 2021-1)

Adopt a Resolution annexing a certain area, Faith Court Subdivision, within the City Limits into an existing Community Facilities District (CFD No. 2021-1) to fund municipal services, and filing said Resolution, along with the First Amendment to the Notice of Special Tax Lien, in the office of County Recorder of the County of Sutter

15. Yuba City Lighting and Landscape Maintenance District No. 5, Zone of Benefit H_4 (Faith Court Subdivision)

Adopt a Resolution confirming and ordering annexation of the parcels associated with the Faith Court Subdivision, APNs 62-420-001 through 62-420-010 into the existing Yuba City Lighting and Landscape Maintenance District No. 5, Zone of Benefit H_4 and establishing a levy of assessments for the annexed territory

16. Title VI Implementation Plan Adoption

Adopt a Resolution which adopts the Title VI Implementation Plan, designates the Public Works Director as the Title VI Coordinator, and authorizes the Public Works Director to execute all necessary documents associated with the Plan

17. SB 1383 Recycled-Content Paper Procurement Policy

Establish an internal City policy for the procurement of recycled-content paper and paper products and necessary recordkeeping in accordance with Senate Bill 1383

18. FB 22-07 Chevrolet Tahoe Police Pursuit Purchase

A. Adopt a Resolution awarding the purchase of one (1) additional 2WD Chevrolet Tahoe Police Pursuit vehicle to Wheeler Chevrolet of Yuba City, CA in the amount of \$42,613.07 (includes extended warranty), based on the Formal Bid (FB22-07) awarded pricing, and sole source the equipment purchase and installation to Cop Shop Installations of Yuba City, CA in the estimated amount of \$9,465.15

B. Authorize the Finance Director to record a supplemental budget appropriation to account 6610-69401 for the purchase of one (1) Chevrolet Tahoe Police Pursuit Vehicle in the amount of \$52,078.22

19. General Municipal Election November 8, 2022

A. Adopt a Resolution calling and giving notice of the General Municipal Election to be held on Tuesday, November 8, 2022 for the election of three members of the City Council, and authorizing the Mayor to enter into an agreement for election services with Sutter County

B. Adopt Resolution calling a special municipal election for ballot measures changing the offices of City Clerk and City Treasurer to appointed positions at the Statewide General Election to be held on November 8, 2022, and requesting Sutter County consolidate the election with the Statewide General Election

20. Approve Tenant Commissioner Appointment to the Regional Housing Authority

Approve the re-appointment of Suzanne Gallaty as the Tenant Commissioner to the Regional Authority of Sutter and Nevada Counties Board of Commissioners

The motion was passed with a unanimous vote

Business Items

21. Community Sponsorship Request

Vice-Mayor Kirchner moved and Councilmember Boomgarden seconded the motion to:

A. Adopt a Resolution to approve a monetary Sponsorship request from the Downtown Business Association of \$10,500.00 for the sponsorship of the 2022

Summer Stroll

- B. Approve an In-Kind sponsorship request from the Downtown Business Association of \$1,900.00 for Public Works Services
- C. Authorize the Finance Director to record a supplemental appropriation in the amount of \$6,000.00 from Account No. 4120-66020 – Tourism

The motion was passed with a unanimous vote

22. Certifying Need for CalPERS 180-Day Wait Period Exception for Lynn Haile to be appointed as– Extra Help Accounting Manager

Councilmember Espindola moved and Councilmember Boomgaarden seconded the motion to:

Adopt a Resolution

- A. Certifying the need for exception of the CalPERS 180-day wait period for Lynn Haile to be appointed as Extra Help- Accounting Manager
- B. Approving the employment agreement and appointing Lynn Haile as provided in the Resolution following approval by CalPERS

The motion was passed with a unanimous vote

23. Two (2) Dump Truck Chassis and (1) Aerial Tree Truck Award

Councilmember Espindola moved and Vice-Mayor Kirchner seconded the motion to:

- A. Adopt a Resolution awarding the purchase of two (2) 10-yard dump trucks to PB Loader, of Fresno, CA, in the amount of \$360,933.92 plus a 10% contingency of \$33,119.08, and one(1) aerial tree truck to Terex Utilities, Inc., of Watertown, SD, in the amount of \$250,504.90 plus a 10% contingency of\$23,357.10, all using Sourcewell contract pricing quotes and utilizing Section 9.8 of the Purchasing Policy finding it is in the best interest of the City
- B. Appropriate \$517,463.80 for the above purchases in the Vehicle Replacement Fund

The motion was passed with a unanimous vote

24. Development Impact Fees – Ad Hoc Committee

Vice-Mayor Kirchner moved and Councilmember Harris seconded the motion to:

Re-establish and designate two (2) Councilmembers to steer the Development Impact Fee Ad Hoc Committee for a period not to exceed one (1) year, unless additional action is taken by the Council

This motion was passed with 4 votes [Espindola abstained]

25. Barry Elementary School Waterline Extension Project (Plans & Specifications)

Councilmember Boomgaarden moved and Councilmember Espindola seconded the motion to:

Heather Esemann spoke

- A. Adopt a Resolution approving the plans and specifications for the Barry Elementary School Waterline Extension Project (15-06) and authorizing advertisement for bids on the project
- B. Adopt a Resolution designating and authorizing the Public Works Director to sign and enter into the Initial Drinking Water State Revolving Fund Construction Loan Funding Agreement, and any amendments made thereto, with the State Water Resource Control Board for construction of the Barry Elementary School Waterline Extension Project, subject to approval as to legal form by the City Attorney
- C. Adopt a Resolution authorizing the City Manager to execute an Out of Agency Water Service Agreement with Yuba City Unified School District in accordance with Sutter County Local Agency Formation Commission (LAFCO) requirements and the terms of the State Funding Agreement, subject to review and approval as to legal form by the City Attorney

The motion was passed with a unanimous vote

26. Mayor/Vice Mayor Rotation Policy Update to address By-District Elections

Manny Cardoza spoke
Heather Esemann spoke

Provide initial direction regarding updates to the Council's current process for selecting the Mayor and Vice Mayor positions given the City's change to election of Councilmembers by District

Future Agenda Items

27. Future Agenda Items

No suggestions

Reports and Communications

28. City Manager's Report

29. City Council Reports

- Councilmember Harris
- Councilmember Espindola
- Councilmember Boomgaarden
- Vice Mayor Kirchner
- Mayor Shaw

Adjournment

Mayor Shaw adjourned the Regular Meeting of the City Council at 8:41 PM

Dave Shaw, Mayor

ATTEST:

Ciara Wakefield, Deputy City Clerk

ATTACHMENT 4

MINUTES (DRAFT)
BUDGET WORKSHOP - MAY 24, 2022
5:00 P.M. COUNCIL CHAMBERS/VIRTUAL

Special Workshop

Mayor Shaw called the Special Meeting of the City Council to order at 5:04 PM

Roll Call:

Present: Mayor Shaw and Councilmembers Kirchner, Boomgaarden, Espindola and Harris
[Councilmember Harris arrived at 5:15 PM]

Absent: None

Lynn Haile led the Pledge of Allegiance to the Flag

General Items

1. Proposed Fiscal Year 2022 - 2023 Operating Budget and Capital Improvement Project Budget

Presentations by: Spencer Morrison, Finance Director
Lynn Haile, Accounting Manager
Ben Moody, Public Works & Development Services Director

Public Comment: Heather Esemann spoke

Adjournment

The Special Meeting was adjourned by Mayor Shaw at 6:50 PM

Dave Shaw, Mayor

ATTEST:

Ciara Wakefield, Deputy City Clerk