



Minute of the Regular Meeting of the Winters City Council
Held on November 5, 2019

Mayor Biasi called the meeting to order at 6:30 p.m.

Present: Council Members Harold Anderson, Jesse Loren, Pierre Neu,
Mayor Bill Biasi
Absent: Mayor Pro Tem Wade Cowan
Staff: City Manager John W. Donlevy, Jr., City Attorney Ethan Walsh,
Director of Financial Management Shelly Gunby, Police Chief John
Miller, Management Analyst Kristine DeGuerre, Environmental
Services Manager Carol Scianna, Civic Spark Fellow Christopher
Flores, City Clerk Tracy Jensen.

Bill Sherbert led the Pledge of Allegiance.

Approval of Agenda: City Manager Donlevy requested that Consent Item F be pulled from the agenda and Consent Item J moved to Discussion Item #4. Motion by Council Member Neu, second by Council Member Loren to approve the agenda with said changes. Motion carried with the following vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Biasi
NOES: None
ABSENT: Mayor Pro Tem Cowan
ABSTAIN: None

COUNCIL/STAFF COMMENTS: Verbal updates were provided by Council.

PUBLIC COMMENTS: Chuck Pearse, Proprietor of Pizza Factory, 108 Main Street, requested the alleyway behind his business be repaired to meet ADA compliance in case of an emergency.

Kate Laddish, 400 Morgan, provided the last lap swim update for 2019 and said the lap swimmers, an enthusiastic and dedicated group, are looking forward to next year.

CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, October 15, 2019
- B. West Yost Influent Screen Project – Amendment No. 3 to Agreement 027-17
- C. Purchase of Storm Drain Pipe for Undersized and Failing System
- D. Re-Appointment of Garfield House, Representative for the City of Winters to the Sacramento-Yolo Mosquito and Vector Control District Board of Trustees
- E. Change Orders for City Parking Lot and Newt's Alley
- F. Resolution 2019-44, a Resolution of the City Council of the City of Winters Approving Newt's Alley Utility Undergrounding Easement **(Item F Removed from Agenda)**
- G. On-Call Contract with The Gumshoe Group, LLC
- H. Resolution 2019-45, a Resolution of the City Council of the City of Winters Approving Budget Adjustments for Fiscal Year 2019-2020
- I. Resolution 2019-46, a Resolution of the City Council of the City of Winters Approving a Budget Adjustment for Human Resources, Payroll and Scheduling Software
- J. SCADA System Software Replacement **(Moved to Discussion Item #4)**

Council Members Anderson and Neu both had a conflict of interest regarding Consent Item C due to the proximity of their properties in relation to the area where the replacement pipe will be installed. In order to maintain a quorum in Mayor Pro Tem Cowan's absence, walnuts were drawn to determine who would remain and who would leave the dais. Council Member Anderson drew a "GO" walnut and City Attorney Walsh said Council Member Anderson does not have to leave the dais by recusing himself, but may remain and not vote on this item.

City Manager Donlevy gave an overview and confirmed the \$18,000 increase in cost of the new HR/Payroll/Scheduling software would be allocated to all funds within the Cost Allocation Plan.

Council Member Anderson indicated he also had a conflict of interest with Consent Item E due to the proximity of his property to this item.

Motion by Council Member Loren, second by Council Member Neu to approve Consent Items A, B, D, G, H, and I. Motion carried with the following vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Biasi
NOES: None
ABSENT: Mayor Pro Tem Cowan
ABSTAIN: None

Motion by Council Member Loren, second by Council Member Neu to approve Consent Items C and E. Motion carried with the following vote:

AYES: Council Members Loren, Neu, Mayor Biasi
NOES: None
ABSENT: Council Member Anderson and Mayor Pro Tem Cowan
ABSTAIN: None

Mayor Biasi expressed his gratitude to Gar House for serving on the board of the Sacramento-Yolo Mosquito Vector and Control District representing the City of Winters. Gar provides informative monthly reports and does a great job for us.

PRESENTATIONS

None

DISCUSSION ITEMS

1. Second Reading and Adoption of Ordinance 2019-02, an Ordinance of the City Council of the City of Winters Approving Proposed Amendments to Chapter 17.12, Planning Agency, and Chapter 17.52, Land Use Regulations: Zoning Matrix, and Adding Chapter 17.54, Vacation Rentals to Title 17 of the Municipal Code (Zoning Ordinance)

City Manager John Donlevy gave an overview and described the requirements under this ordinance, including a business license, the noticing of neighbors, and a fire and safety inspection. A conditional use permit will also be required for non-hosted properties. Mayor Biasi said a lot of work has gone into this ordinance and he is glad we've gotten to this point.

Motion by Council Member Loren, second by Council Member Neu to waive the second reading and adopt Ordinance 2019-02 approving proposed amendments to Chapter 17.12, Planning Agency, and Chapter 17.52, Land Use Regulations: Zoning Matrix, and Adding Chapter 17.54, Vacation Rentals to Title 17 of the Municipal Code. Motion carried with the following vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Biasi
NOES: None
ABSENT: Mayor Pro Tem Cowan
ABSTAIN: None

2. Second Reading and Adoption of Ordinance 2019-04, an Ordinance of the City Council of the City of Winters Amending the Winters Municipal Code to Add Chapter 13.20, Community Choice Aggregation Authorizing the Implementation of a Community Choice Aggregation Program (CCAP)

Council Member Anderson recused himself due to a possible conflict of interest due to ownership of PG&E stock and left the dais.

City Manager Donlevy gave a brief overview. Following many presentations and the introduction to this ordinance, the second reading and adoption of said ordinance will then be incorporated into the Winters Municipal Code. Council also previously adopted a resolution to become a full and associate member of Valley Clean Energy, which will be realized in 2021. On November 14th, City Manager Donlevy and Board representatives/Council Members Cowan and Loren will attend a VCE orientation meeting, followed by a VCE Board meeting.

Peter Meyer, 21 E. Abbey, inquired about the second part of the contract waiving certain environmental acts and referenced condors and power lines. He wants to make sure the environment is considered when moving forward. City Manager Donlevy said under CEQA guidelines, CCA is not considered a project, has no potential to result in a direct or indirect physical change to the environment or have a foreseeable impact on the environment. Mayor Biasi said two Council members will be attending all VCE Board meetings so all projects will be discussed.

Motion by Council Member Neu, second by Council Member Loren to waive the second reading and adopt Ordinance 2019-04 amending the Winters Municipal Code to Add Chapter 13.20, Community Choice Aggregation and authorizing the implementation of a Community Choice Aggregation Program (CCAP). Motion carried with the following vote:

AYES: Council Members Loren, Neu, Mayor Biasi
NOES: None
ABSENT: Council Member Anderson, Mayor Pro Tem Cowan
ABSTAIN: None

Council Member Anderson returned to the dais.

3. Introduction of and Presentation by Christopher Flores, Civic Spark Climate Fellow, Establishing a Climate Action Committee

Environmental Services Manager Carol Scianna introduced Civic Spark Fellow Christopher Flores to Council, who gave a presentation entitled "Pathway to the Climate Action Plan" and said he was looking forward to the Climate Action Plan

(CAP) coming to fruition and merging with the City's Strategic Plan and General Plan. The working draft of the CAP is in need of updating before being finalized and adopted, and the framework for a Climate Action Committee is being created.

Council Member Loren welcomed Mr. Flores and said a lot of great work has been done and she's glad to see this item on the agenda. Council Member Loren inquired about the responsibilities of the committee regarding agendas, minutes, and recommendations to Council. Mr. Flores said he would assist staff with agendas and minutes and that the committee would appoint their own chairman to take agenda items to Council. Council Member Loren asked if the committee would be advisory or include a liaison. Mr. Flores said he envisioned advisory and suggested that liaison could replace advisory. Discussion followed about the policies of the CAP document and how the committee can outreach into the community to implement the plan. Council and staff discussed having 5 voting members and provide outreach to the high school for a 6th youth member, modeling the committee after the WPCCC (Winters Putah Creek Coordinating Committee.) Council Member Loren asked about a timeline to start appointing members and Mayor Biasi said forming a committee won't take as long as forming a commission with less formalities and shorter timelines. City Manager Donlevy said this item will come back to Council on 11/19 or 12/3 and staff will move forward with the application process.

Kate Laddish, 400 Morgan, thanked Mr. Flores and Ms. Scianna for bringing this item to Council and requested that Council consider this new body as a commission, not a committee, as voting members will be appointed by and answer to Council. Kate asked what the mission of this new body would be, would it be formalized by Council and how it would fit in. Kate requested the advisory members be re-termed liaisons and asked how they will be chosen and urged Council to make sure everything is in place before moving forward, find out what works best and what is most needed, and have a clear understanding of what we are embarking on.

Council Member Loren asked if staff could provide at the next Council meeting a mission statement or some type of introduction on what the committee would be doing and Mr. Flores said he would be willing to revise and outline the duties moving forward. Council Member Anderson suggested the members be selected like those on the WPCC (Winters Putah Creek Committee), where each Council Member appoints one person.

Mr. Flores concluded his presentation by saying he attended a climate symposium today and stressed the importance of climate conversation.

4. SCADA System Software Replacement **(Moved from Consent Item J)**

City Manager Donlevy gave an overview and said the current SCADA software will stop working at the end of the year. Staff received four proposals and is recommending the lowest proposal submitted by Telstar Instruments, which will integrate with the server system. If the system is not updated, the system will not know the date or time. Mayor Biasi asked if the estimated cost of \$38,119 to upgrade the system is a one-time charge. City Manager Donlevy said yes, and it includes support that will be good for 5-7 years. Staff will put together a capital expenditure report into a cloud-based system as software is no longer the way to go.

Motion by Council Member Loren, second by Council Member Anderson to approve the proposal from Telstar Instruments for software upgrades for water wells and sewer pump equipment estimated at \$38,119. Motion carried with the following vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Biasi
NOES: None
ABSENT: Mayor Pro Tem Cowan
ABSTAIN: None

CITY MANAGER REPORT: Staff will soon perform an active roll out for the new City of Winters App. Recently attended SACOG's Regional Futures Forum's "new vision for transportation." Following the Olive Grove meeting, the City Attorney sent a letter to the property owner. The Planning Project List will be coming back to Council soon. A grant application for SB2 money is being completed, which will come before Council as a resolution for adoption. Staff is moving toward a Climate Action Plan. Mayor Biasi thanked City Attorney Walsh for getting out the letter to Olive Grove.

ADJOURNMENT: Mayor Biasi adjourned the meeting at 8:06 p.m.



Bill Biasi, MAYOR

ATTEST:



Tracy S. Jensen, City Clerk