



Minutes of the Regular Meeting of the Winters City Council Held via Teleconference  
(Zoom) on July 20, 2021

---

Mayor Cowan called the meeting to order at 6:33 PM

Present: Council Members Harold Anderson, Jesse Loren, Pierre Neu, Mayor Pro Tem Bill Biasi, Mayor Wade Cowan

Absent: None

Staff: City Manager Kathleen Tropa, Director of Financial Management Shelly Gunby, City Clerk Ashley Bussart

City Manager Tropa led the Pledge of Allegiance.

APPROVAL OF AGENDA:

City Manager Tropa requested that item 5E – Cancellation of the August 17, 2021 Meeting – be pulled from the consent calendar; staff needed to verify some deadlines related to the NeighborWorks project.

Motion by Mayor Pro Tem Biasi, second by Council Member Neu to approve the agenda as amended. Motion carried with the following roll call vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Pro Tem Biasi, Mayor Cowan

NOES: None

ABSENT: None

ABSTAIN: None

COUNCIL/STAFF COMMENTS:

Verbal updates were provided by Council Members.

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

1. Approval of the Meeting Minutes from the Regular Council Meeting Held on July 6, 2021

2. Resolution 2021-41 Approving an Animal Control Services Agreement for Fiscal Year 2021-22
3. Resolution 2021-42 Approving the Project Plans and Specifications, Awarding a Construction Contract and Authorizing the City Manager to Execute the Contract with the Lowest Responsible Bidder Submitting a Responsive Bid, Vintage Paving Co., Inc., in the Amount of \$428,444.28 for the 20-21 Street Rehabilitation Project No. 21-21 and Authorizing the City Manager to Negotiate and Execute Contract Change Orders in an Aggregate Amount Not to Exceed \$42,850 for the Project
4. Resolution 2021-43 Final Acceptance – Blue Mountain Terrace Off-Site Improvements
5. Cancellation of the August 17, 2021, Council Meeting – removed.
6. Consider the Business Improvement District Annual Budget

City Manager Trepá provided an overview of the consent calendar items, Motion by Council Member Loren, second by Council Member Neu to approve the Consent Calendar. Motion carried with the following roll call vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Pro Tem Biasi, Mayor Cowan

NOES: None

ABSENT: None

ABSTAIN: None

PRESENTATION:

City Proclamation Honoring Robert Duvall and Kepi

DISCUSSION ITEMS:

1. Resolution 2021-44 Adopting the 2021 Draft Climate Action Plan

City Manager Trepá introduced the item. The Climate Action Plan was presented by Jennifer Urquhart of the Climate Action Plan Development Board. Council Member Loren asked if this is considered a living document because of the changing targets and ongoing changes in legislation.

Jennifer Urquhart responded yes, it will be updated as rules and regulations change.

Mayor Pro Tem Biasi wanted to recognize that Winters has taken steps to address Green House gas emissions prior to the Climate Action Plan. The Economic Development Advisory Committee put together a report in 2019 about vehicle miles traveled and the impact on emissions. The more businesses we bring into town the less residents will have to travel, reducing our impact.

Motion by Council Member Loren, second by Council Member Neu to adopt the 2021 Draft Climate Action Plan. Motion carried with the following roll call vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Pro Tem Biasi, Mayor Cowan

NOES: None

ABSENT: None

ABSTAIN: None

2. Consider the Formation of Two New Commissions: The Natural Resources Commission and the Climate Action Plan Implementation Commission

City Manager Trepa introduced the report. Jennifer Urquhart presented the proposed Climate Action Commission. Kate Laddish and Eric Larsen presented the proposal by the Winters Putah Creek Committee to reform as the Natural Resources Commission.

There was some discussion related to how air or atmosphere listed on the Natural Resource Committee's proposal is separate or different than how the Climate Action Plan Commission would look at it.

Kate Laddish responded that the Natural Resources Commission would not focus on greenhouse emissions, more dust and particulates.

Eric Larsen made the analogy of General Practice Doctors vs. Surgeons with the Climate Action Plan Commission being the surgeons.

Kenneth Britton explained that there will be overlap. They will be doing different things trying to solve a common issue.

Gar House responded that because of the differences it would be hard for an advisory body to do both and that they should remain separate.

Council Member Loren also stated she would like two separate Commissions.

Council Member Anderson asked if members of the CAP Committee would be willing to serve on the Natural Resources Committee.

Mayor Pro Tem Biasi stated that he sees areas of intersection between the two committees, but it would be best to keep them separate. The only concern would be the load on the City staff. He also asked what the difference between a Commission and Committee is.

City Manager Trepa responded that the load on the City Staff depends on the scope of work that are assigned to the Committees or Commissions. Working committees that handle their own agendas and minutes, with staff supporting posting, would have less of an impact on staff workloads.

City Attorney Iris Yang explained that Committees and Commissions are both advisory bodies, the name does not make a difference, it's more the function of the body.

Council Member Neu asked if the Brown Act applies to both. The answer was yes.

Mayor Cowan would prefer that they are called Commissions.

Council Member Anderson would like to be working Committees/Commissions to not add work to City Staff.

Written public comment submitted by Jeff TenPas through Council Member Neu. These comments are attached on a separate page.

Denise Cantrell also submitted a written comment in favor for two Commissions.

Mayor Cowan responded to the written comment explaining that having advisory bodies with representation from the Winters zip code (Winters Proper) was acceptable, and we did not need to have just people from within the City of Winters. This could be addressed as we look more into the Commissions and their formation.

3. Resolution No. 2021-45 Approving Plans and Specifications and Authorizing the Public Works Department to Proceed with the Bidding Process for the Construction of the Wastewater Treatment Facility Influent Screening Improvements, Phase 2, Project No. 20-01, and Authorizing the City Manager to Execute a Professional Services Agreement with West Yost for Engineering Services in the Total Not to Exceed Amount of \$60,000 in a Form Approved by the City Attorney

Presentation by City Manager Trepá, with technical questions answered by Public Works Superintendent Eric Lucero. Eric explained that once the old bar screen is pulled and sealed it will alleviate the smell, but it does not have to do with the amount going through the system but with the rate at which the material is being processed at the bar screen.

Mayor Pro Tem Biasi is happy the smell will be alleviated through this process and supports this project.

Public written comment submitted through Council Member Neu. The written comments are attached.

Council Member Loren also supports addressing the issues.

Motion by Mayor Pro Tem Biasi, second by Council Member Neu to approve Resolution No. 2021-45 Approving Plans and Specifications and Authorizing the Public Works Department to Proceed with the Bidding Process for the Construction of the Wastewater Treatment Facility Influent Screening Improvements, Phase 2, Project No. 20-01, and Authorizing the City Manager to Execute a Professional Services Agreement with West Yost for Engineering Services in the Total Not to Exceed Amount of \$60,000 in a Form Approved by the City Attorney. Motion carried with the following roll call vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Pro Tem Biasi, Mayor Cowan

NOES: None

ABSENT: None

ABSTAIN: None

4. Resolution No. 2021-46 approving an Assignment & Assumption Agreement between HBT of Winters Highlands LLC, Meritage Homes of California Inc., and the City of Winters

Presentation by City Manager Trepá.

Mayor Pro Tem Biasi stated that he likes that there are four more affordable housing units being added to that area and supports this action.

*Minutes of the Regular Meeting of the Winters  
City Council held via Zoom on July 20, 2021*

Motion by Council Member Neu, second by Council Member Loren to approve an Assignment & Assumption Agreement between HBT of Winters Highlands LLC, Meritage Homes of California Inc., and the City of Winters Motion carried with the following roll call vote:

AYES: Council Members Anderson, Loren, Neu, Mayor Pro Tem Biasi, Mayor Cowan

NOES: None

ABSENT: None

ABSTAIN: None

Mayor Cowan commented on the mentioned future grading ordinance, he looks forward to that being brought forward. Mayor Cowan asked if Meritage will still be allowed to begin their grading once everything is signed and finalized.

City Manager Trepka answered yes, and a grading permit will be issued once things are final.

CITY MANAGER REPORT:

City Manager Trepka updated that the Senior Center contract has been fully executed with funding approximately \$4.2 million to construct the Senior Center.

There will be a Council goal setting special meeting in person Friday and Saturday, July 23 and 24, from 9 a.m to 12 p.m at the Public Safety Facility. Masks will be required.

INFORMATION ONLY:

ADJOURNMENT:

8:53 PM

---

Wade Cowan, MAYOR

ATTEST:

---

Ashley Bussart, City Clerk

From: "Jeff TenPas"

Subject: Tonight's council meeting

Date: July 20, 2021 at 2:31:08 PM PDT

Hello Pierre, I am out of town working on fires up by Mt Shasta. But I wanted to raise these concerns on items on the council agenda. Could you deliver these comments for me?

1. Re: the Sewage Treatment System. I want to ask, when and how is the city going to deal with the almost daily smell coming from the East St pump station. The new sewage from the Farmstead subdivision is going to be pumped to East St on its way to the treatment plant, and thereby increase use of the pump station. Even now it stinks worse at the times of day when it is used the most, so increasing use with sewage from 284 more housing units is going to increase stink even more. What are the City's plans to deal with this air quality problem?

2. Re: the Natural Resources committee. The current committee has two out of town members. Why have out of town members this committee? Won't people who live here be even better stewards of natural resource concerns? There are surely enough interested and expert community members in Winters. Why have a liaison member from the Putah Creek Council? Why have a Solano County landowner? Why not start new with member appointments?

Thanks

Jeff TenPas

24 East Main St

Winters, CA 95694

Denise Cottrell  
Albert Vallecillo  
210 Main Street  
Winters, CA 95694

July 20, 2021

Council Member,

We are pleased to see the proposal for the formation of a Climate Action Commission for the City of Winters. We encourage you to vote for the creation of the commission and to also consider that the work of the Commission should not be under the auspices of the Planning Commission. The work and action of the Climate Commission, to oversee the implementation of the Climate Action Plan, is too important a task to be removed an additional tier from the City Council. The CAC should report directly to City leadership.

The Planning Commission and the Climate Action Commission have two distinct missions, one based on the built environment and city planning principles and land law, the other based in the natural, physical environment and science.

The Climate Action Commission should monitor their own recommendations. Having oversight by the Planning Commission allows for decisions made by the Climate Action Commission to potentially be reversed, watered-down or not enforced as the Climate Action Commission envisioned.

Thank you for your consideration,

Denise Cottrell

Albert Vallecillo