



Minutes of the Regular Meeting of the Winters City Council
Held on March 17, 2020
6:30 p.m.

Mayor Biasi called the meeting to order at 6:34 p.m.

Present: Council Member Pierre Neu, Mayor Pro Tem Wade Cowan,
Mayor Bill Biasi
Virtually Present: Council Members Harold Anderson and Jesse Loren
Absent: None
Staff: City Manager John W. Donlevy, Jr., City Attorney Ethan
Walsh, Police Chief John Miller, Housing/Economic
Development Manager Dan Maguire, Public Works
Superintendent Eric Lucero, Environmental Services
Manager Carol Scianna, Civic Spark Fellow Christopher
Flores, City Clerk Tracy Jensen

Dan Maguire led the Pledge of Allegiance.

Approval of Agenda: City Manager Donlevy requested Discussion Item 3 be moved to Consent Item G. Motion by Mayor Pro Tem Cowan, second by Council Member Neu to approve the agenda with the noted change. Motion carried with the following vote:

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

COUNCIL/STAFF COMMENTS: Verbal updates were provided by Council. City Attorney Walsh reported Council Members Harold Anderson and Jesse Loren were practicing social distancing due to COVID-19 by calling into the Council meeting via telephone conference call. Governor Newsom issued an executive

order that said in part during emergencies, there is a period where certain provisions of the Brown Act may be waived. If meetings are held in public places, Council members have the option to call in telephonically to practice social distancing. City Attorney Walsh also recommended the City Clerk take a roll call vote for any remaining agenda items that require Council approval.

PUBLIC COMMENTS: None

CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, March 3, 2020
- B. Annual Housing Element Progress Report
- C. Climate Action Development Board Membership Appointments
- D. Resolution 2020-13, a Resolution of the City Council of the City of Winters Rescinding Resolution 2020-05, Approving a 2019-2020 Budget Adjustment of \$90,000 for the Yolo County Housing (YCH) El Rio Villa Lift Station Emergency Generator and Lighting Project
- E. Request for Council Liaison by Members of the Winters Senior Commission on Aging
- F. Street Closure Request and Amplified Sound Permit for the "Hugs for Holden" Memorial Car and Motorcycle Show
- G. 2018-2019 Comprehensive Annual Financial Report (CAFR)
(Moved from Discussion Item #3)

Council Member Anderson recused himself from Item F due to the proximity of his property to this event.

City Manager Donlevy gave an overview and reported 45 houses were built in Winters during 2019. Consent Item G, moved from Discussion Item 3, has been included as part of the budget review process. Mayor Pro Tem Cowan volunteered to be the Council liaison for the Winters Senior Commission on Aging as per Item E. Motion by Council Member Loren, second by Council Member Neu to approve Consent Items A-E and Item G. Motion carried with the following roll call vote:

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

Motion by Council Member Loren, second by Council Member Neu to approve Consent Item F. Motion carried with the following roll call vote:

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

PRESENTATIONS: None

DISCUSSION ITEMS

1. Walnut Lane 10 – Proposed Affordable Housing Plan

Housing/Economic Development Manager Dan Maguire gave an overview of the proposed Affordable Housing Plan, adding the plan would be helpful to property owners in establishing costs for the developments. He asked Council to focus on the attachments included with his staff report, including the accumulation of the Housing Trust Fund (HTF) in excess of \$3 million dollars and a score sheet on production. Staff recommended approving the Affordable Housing Plan to fulfill the affordable housing requirements, which has been unanimously supported by the Affordable Housing Steering Committee and the Planning Commission.

Council Member Loren thanked Dan for the information and said it was important to know the history about balancing the housing in our portfolio. Mayor Biasi said he attended the Planning Commission meeting where this was being discussed and said the reason the City takes in lieu fees is to afford the City to build other complexes. He also noted affordable housing has not been concentrated in one area within the City.

Motion by Mayor Pro Tem Cowan, second by Council Member Loren to approve the proposed Affordable Housing Plan between the City of Winters and the Walnut Lane 10 developer in order to amend the fulfillment of the affordable housing requirements. Motion carried with the following roll call vote:

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

City Manager Donlevy thanked Dan for his service to the City and described how the two met while cleaning up following an Earthquake Festival many years ago. Dan has served the City in many capacities, including Executive Director of the Chamber of Commerce and a member of the Winters School Board. Dan has been the driving force behind the Blue Mountain Terrace Senior Apartment project. His expertise and dedication to this project and many others is what has

made Dan such an exceptional employee and he will be sorely missed. Mayor Biasi also thanked Dan for all of this work on behalf of the City and wished him the best in his retirement.

2. Authorization to Enter into a Contract with Lechowicz + Tseng Municipal Consultants for Water and Sewer Rate Study

City Manager Donlevy gave an overview. Motion by Council Member Neu, second by Mayor Pro Tem Cowan to approve the contract with Lechowicz + Tseng for a Water and Sewer Rate Study and authorize the City Manager to execute the approved contract on behalf of the City of Winters. Motion carried with the following roll call vote:

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

3. 2018-2019 Comprehensive Annual Financial Report (CAFR)
(Moved to Consent Item G)

4. Historic Preservation Policy – Planning Commission Assignment

Council Member Anderson recused himself due to a possible conflict of interest due to the proximity of his property to this item.

City Manager Donlevy said the Planning Commission will also act as the Historic Preservation Committee for any items of historical significance that are presented to them. The State Office of Historical Preservation has identified fourteen residences within the City that are included on the National Historic Registry, including property that recently went before the Planning Commission. Without standards, these historic structures can be torn down, putting the remaining thirteen properties at risk. Although this property has gone through the Design Review process, there needs to be a policy in place to preserve these properties. The Planning Commission will be tasked with coming up with a design review process for historical structures. Staff will also research what is being done in other communities to assist the Planning Commission in establishing procedures when it comes to new construction and/or demolition of historic properties, which runs counter to cultural resources inventory and preservation.

Council Member Loren said the City is based on historic homes and bridges and as boundaries get smaller, there will be more historic structures torn down

without any way to protect them. This will be an important step to retain the values of our City. Mayor Biasi said it's important to keep the history and character that keeps Winters what it is. Putting something in place to preserve homes that are considered historic needs to be done sooner rather than later. Mayor Pro Tem Cowan and Council Member Neu both agreed, with Mayor Pro Tem Cowan asking the Planning Commission to review and bring a policy recommendation back to Council.

Motion by Council Member Neu, second by Council Member Loren to direct the Planning Commission to workshop and work with staff on recommendations for policy direction regarding listed "historic" structures in Winters. Motion carried with the following roll call vote:

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

CITY MANAGER REPORT: In addition to this being Dan's last City Council meeting, it is Carol Scianna's last meeting too. Carol defined the entire hiring strategy for City staff: find smart people who love Winters. Carol's calm and kind demeanor has helped the public works department evolve to make us better. Carol's collaboration with the WPCC and her work on the Putah Creek Park Master Plan is proof she makes things happen. Her persistence also made the north bank trail happen, although the elderberry bushes are her fault! Carol has also lent her voice of reason and can-do attitude to the car bridge, the community library, the PG&E project, "Carol's Bridge" over Moody Slough, water, wastewater, and groundwater requirements, including the City's WDR (Waste Discharge Requirement), a permit that is required to operate the City's wastewater system. Carol also achieved the holy grail by obtaining a discharge permit for agricultural watering! Overall, our organization has a can-do attitude and Carol is the heart of that by making a difference in our community. This will be her strongest legacy. Mayor Biasi said he has worked with Carol since 2006 as part of the WPCC Park Committee. She has put a lot into the City and her work is appreciated. Mayor Biasi thanked Carol and wished her well in her retirement.

City Manager Donlevy said the coronavirus, or COVID-19, is going around. A private briefing was held with Dr. Ron Chapman, the Director of Health in Yolo County, who said nothing like this has ever been seen by humanity. As of 1pm on 3/17, Yolo County had four cases, with no known treatment and no vaccination. In an effort to avoid overwhelming the entire medical system, quarantines are being put in place, with the overall goal of knocking down the curve and stretching out the exposure. Tomorrow morning, the Health Officer's orders will come out and closure may be needed. Essential services will be

available ie: water, wastewater, sewer, Police & Fire. Employee's will be given the opportunity to telecommute and alternating schedules may be put in place to separate employees. We will try to create opportunities for people to pay their bills. The downtown businesses will be open for pickup orders. We can't let them down so please patronize and support those businesses.

Mayor Biasi confirmed Winters is open for business. Lorenzo's has designated two hours in the morning, from 7-9am, for seniors to shop. Groups have also stepped up and offered to shop for shut-ins. The retirements of Dan and Carol are not a surprise to the City Manager and the City Council, who have been working on succession planning. Mayor Biasi thanked the City Manager for his work.

INFORMATION ONLY: None

ADJOURNMENT: Mayor Biasi adjourned the meeting at 7:40 p.m.



Bill Biasi, MAYOR

ATTEST:



Tracy S. Jensen, City Clerk