



Minutes of the Regular Meeting of the Winters City Council Held via
Teleconference (Zoom) on July 7, 2020

Executive Session

1. Pursuant to Government Code Section 54957 - Conference with Legal Counsel – Public Employment – City Manager

City Attorney Walsh reported the following action taken in closed session regarding the public employment of the City Manager: Council has chosen an ad-hoc committee consisting of Mayor Cowan and Mayor Pro Tem Biasi to select a proposed search firm to assist with the selection and recruitment of a replacement for the City Manager position. The actual contract with the search firm will come back to Council for approval.

Regular Session

Mayor Cowan called the meeting to order at 6:30 p.m. and advised all Zoom participants to please use the “raise your hand” icon to speak to any agenda item.

Present: Council Members Anderson, Loren, Neu, Mayor Pro Tem Biasi, Mayor Cowan
Absent: None
Staff: City Manager John W. Donlevy, Jr., City Attorney Ethan Walsh, Management Analyst Kristine DeGuerre, Contract Planner Dave Dowswell, Contract Engineer Alan Mitchell, Building Official Gene Ashdown, Fire Chief Brad Lopez, City Clerk Tracy Jensen

Council Member Pierre Neu led the Pledge of Allegiance.

Approval of Agenda: Motion by Council Member Loren, second by Council Member Neu to approve the agenda with no changes. 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.

PUBLIC COMMENTS: Jack Vickrey inquired about the timeline regarding the formation of a 12-person committee and asked if they planned to meet within 19 days. Mayor Cowan said the focus is getting the new initiative written and placed on the ballot, and the formation of the committee will take place after that. Mr. Vickrey asked if the committee would help re-designate the current open space within the City's sphere of influence and Mayor Cowan said yes. Mayor Pro Tem Biasi asked City Attorney Walsh for clarification whether the committee will be created after the ballot is approved. City Attorney Walsh said first a joint initiative will be discussed and then will be placed on the ballot. Once the initiative has been approved by the voters, it will then initiate the formation of a committee.

CONSENT CALENDAR

- A. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, June 2, 2020
- B. Minutes of the Regular Meeting of the Winters City Council Held on Tuesday, June 16, 2020
- C. Acceptance of SACOG Planning Grant Award – I-5050 Overpass Improvement Project
- D. BSK Contract Amendment No.7 – Conservation Easement Monitoring
- E. Final Acceptance of SB1 2018-2019 Street Rehab Project
- F. Final Acceptance of SB1 2019-2020 Street Rehab Project
- G. Final Acceptance of Sidewalk Repair/Replacement Project
- H. Rate Increase for City Integrated Waste Management Services
- I. Quitclaim Deeds for Dedication of Land for the Winters Highlands (Stone's Throw) Phase 1A Subdivision

City Manager Donlevy gave an overview. 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

PRESENTATIONS:

Jesse Salinas, Yolo County Assessor/Clerk-Recorder/Registrar of Voters, apprised Council of the expected election changes and discussed collaboration between the City of Winters and Yolo County for an effective election in November 2020. For the November election, there will be 96 polling locations throughout the County. Following staff training for the March election and just as the pandemic was gearing up, Jesse described the cancellation rate for poll workers increased from 5% to 10%, and the cancellation rate for poll inspectors increased from 3% to 15%. Of the 396 poll workers surveyed, 20% said they would be willing to come back if a second wave of the pandemic hits. In light of these numbers and the continuation of the pandemic, the County is reviewing how the November election will be run. Two executive orders have been issued: 1) vote-by-mail, giving voters the option to not vote at a polling place, and 2) provides flexibility to counties to run their election. There are approximately 117,000 registered voters in Yolo County, with projections to reach 120,000 registered voters. Twelve voter assistance centers, one for every 10,000 registered voters, will be placed throughout the County and they would like to include one in Winters. And for every 15,000 registered voters, there will also be a drop box location provided, which will be open for four days for eight hours a day on Saturday through Tuesday preceding election day. Jesse asked staff about identifying and reserving two locations (one as a backup) within the City of Winters. He stated he would like to engage our diverse community in their recruitment of poll workers and volunteers and reiterated the importance of drop off ballot boxes. He identified Maria Coronel, Outreach Specialist, and Katherine Campos, Manager/Lead from the Elections Office to assist in the process. Mayor Cowan thanked Jesse for his informative presentation. Council Member Loren said the new process is exciting and proactive by providing a span of four days to submit ballots. Mayor Pro Tem Biasi asked about the availability of the voter assistance center prior to the election. Jesse said voters can walk into any voter assistance center in the County, sign in electronically, print an on-demand ballot associated specifically to their residence, fill it out and drop it off into a ballot box. They are trying to make it as convenient as possible. Kate Laddish, 400 Morgan, thanked Jesse for his presentation and for the crucially important work he and his staff are doing. She also thanked Jesse for providing a drop box and a voter assistance center in Winters. Council Member Loren volunteered to put together a team of volunteers, review possible sites for the voter assistance centers, and contact Katherine Campos with the list of volunteers.

DISCUSSION ITEMS

1. Walnut Lane 10 Subdivision – Public Hearing and Consideration of the Proposed Walnut Lane 10 Mitigated Negative Declaration, Tentative Map and Planned Development Overlay Zoning for a 54-lot Single Family Subdivision (APN 038-050-019)

Dave Dowswell, Project Planner, gave an overview and introduced Tim Denham, Engineer from Wood Rodgers, who prepared the maps that were provided in the agenda packet. Regarding the drainage on the subdivision map, to prevent drainage into the Almond Lane

subdivision, the northerly edge will be raised and the water will flow into a "V" ditch across from the Homestead property. A 12" water line will also be extended and tied into an 8" drain to the east and south. Regarding secondary access, Corbett is in negotiations with Hostettler regarding a gravel access driveway north of Walnut Lane, which is preferable to the east into Farmstead. Regarding the traffic on Walnut Lane, there are 109 existing units on Walnut and this project will add another 54 units, which is approximately one third of the standard carry, proving the street has the capacity to carry the additional traffic. Tim asked Council for their support for this project so they could move forward. City Engineer Alan Mitchell said he agreed with all of Tim's comments, and from an engineering standpoint, with the increase of water flow within this plan, this project should be approved.

Mayor Cowan opened the public hearing at 7:32 p.m.

Whitney Vickrey, 115 Orchard Lane, said she was discouraged by Zoom meetings and said they were not as effective as meeting in person. She said she was also discouraged by the Planning Commission process. Since the beginning of this project, they were promised meetings, but it hasn't happened. She said she wants this project to be the best it can be and she wants to be heard. The PD overlay should be re-evaluated - there is only a eight house difference. She asked the planners to think creatively and come up with creative solutions. She said she loves the neighborhood, adding this project has great potential and it is affecting them on so many levels.

Jack Vickrey, 115 Orchard Lane, indicated the May Planning Commission meeting had issues, including two new commissioners who voted on the project but may have not received the information, and comments from the public were not discussed or reviewed by the Planning Commission afterwards. Unfortunately, Commissioner Contreras' proposal to table the item to allow for more time was declined. During his presentation, four people yielded their time to him, but he was not made aware of it.

Kristina Drobrocky Baitoo has submitted two letters regarding their property at the end of Walnut Lane. She said she appreciated the changes that have been made, adding that nobody wants this project stopped, but they have concerns, including the street issues at the end of Walnut Lane near the traffic circle, including brush, debris, and parking.

Tim Denham of Wood Rodgers said he doesn't agree with the resident's desire to delete Condition #23. It hurts to lose lots in a project and suggested increasing the standard setback along the southern line from 25' to 35'.

Mayor Cowan closed the public hearing at 7:47 p.m.

Mayor Pro Tem Biasi voiced his concerns regarding drainage and asked if the levee along the northern border would go across Walnut 10 and Skreden before development begins. Tim Denham said there are two places water may spill over: on the northwest edge of Walnut 10 and to the east onto a portion of the Skreden property, wrapping around the Grant Avenue culvert. He confirmed the project will have a berm and the lots will be raised 1 to 1-1/2 feet. Mayor Pro Tem Biasi asked who would maintain the "V" ditch prior to development of the Skreden property. City Engineer Alan Mitchell said the "V" ditch will be on private property unless an easement is granted. The subdivision improvement

agreement will address these details. Mayor Pro Tem Biasi said Walnut 10 or Skreden would have to be responsible. Also, the Walnut 10 property is in a flood zone and higher fees to develop in a flood zone comes with a hefty price tag. Reducing the number of lots and spreading the costs over fewer lots will also increase the price. He advised sticking with the original plan. Mayor Pro Tem Biasi asked about Condition #12, Grading, requesting that a specific time period, April to October, be included, with Mayor Cowan and Council Member Loren in agreement. Regarding traffic impacts on Walnut Street, Mayor Pro Tem Biasi said it currently meets street standards and can be reviewed if changes are needed in the future. Fire Chief Lopez said he doesn't have concerns about fire truck access on Walnut, which meets the City's requirement for accessibility for emergency units.

Mayor Pro Tem Biasi asked about City Attorney Walsh's comments at the Planning Commission meeting regarding the reduction of the density of the development and how that may be a conflict with the Housing Accountability Act. City Attorney Walsh said the way this is structured now, we have a PD overlay that is needed to get more density onto the project than what zoning currently allows. Legislative approval would be needed to develop the property with additional units. If developed with the number of units consistent with the City's zoning, then it would be subject to the Housing Accountability Act. To disapprove the project or condition the project to make it feasible, specific findings would have to be made, findings based on substantial evidence of eminent threat to public health, welfare, and safety if the project was to be developed. Because they need the PD overlay in order to develop the project, that's not the case.

Mayor Pro Tem Biasi said there has been adequate time to comment on this project. The Mitigated Negative Declaration was available in January or February and the comment period was extended. The study has addressed most of the comments adequately and the requirements are being met. The suggested mirror image of Almond Drive as part of City planning is something that has never been heard before.

Regarding access and egress, Council Member Neu personally went out and looked at the gravel road being planned at the north end of the property, negotiated so there is access for the Fire Department. If there is an emergency or disaster and residents can't get out on Walnut, he asked if they get out on the gravel road. Alan Mitchell said the gate can be opened and the gravel road can be utilized, along with Police Department traffic controls. Tim Denham said Corbett is negotiating access across the Skreden property.

Council Member Loren said if mirror images existed in the 1990's, in 2020 we have different needs, priorities and new things weighing on us. If it was a concept in the 90's, it doesn't reflect current values. She asked if there had been any discussion about adding duplexes and increasing density. Tim Denham said 2 moderate income sites have been incorporated while working within current confines. Council Member Loren said in the future, make sure middle housing is not missing from your planning and zoning to make it more equitable for all our residents. She said she is supportive of the project, supportive of answering the historic flooding in that part of the City and is pleased that it's getting addressed. Council Member Anderson said he also doesn't remember any discussions about mirror image requirements and that developer costs continue to add up. Council Member Neu said he and Council Member Loren are liaisons for groups working hard on

housing issues and he agrees with Council Member Loren about looking out for more of the population and housing for those in the middle is important. Mayor Cowan said he is in favor of bigger lots, but the extra costs for flood mitigation and other things makes it difficult. He also understands that higher density will allow the costs to be spread over more lots, making it more affordable. He agrees with Council and if Council chooses to move this project forward, he wants to see the grading period from April to October, maintenance and upkeep of the drainage line, rear set-backs bigger along Orchard to give more separation to existing homes, the removal of Condition #23, and keeping 54 lots due to added costs. Tim Denham said Condition 12, the specific grading period from 4/1 – 10/31, would be acceptable to the developer. Jim Corbett agreed there would be no problem with this recommendation. Contract Planner Dave Dowswell reiterated the addition of a condition to remove the black walnut trees on the western edge of the property.

Motion by Council Member Loren to adopt Resolution 2020-20 adopting a Mitigated Negative Declaration with the stated changes, to approve the Walnut Lane 10 Subdivision Mitigation Monitoring Reporting Program, adopt Resolution 2020-21 approving the Walnut Lane 10 Subdivision 54-lot Tentative Map and adopt Ordinance 2020-04 adding a PD Overlay Zone to the existing R-1 7000 zoning. After receiving clarification that the motion included the following stated changes: addition on a condition regarding the 4/1 – 10/31 grading period, having Condition #23 removed, adding a new condition about neighbors being notified 48 hours prior to the removal of the black walnut trees, maintenance of the drainage ditch, and the increased set-backs against Orchard Lane, Mayor Pro Tem Biasi seconded the motion. 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. Remodel South Side of Old P.D. into Finance/HR Office and Billing Department

Public Works Superintendent Eric Lucero gave an overview. The proposed remodel will provide a safe and secure work area for staff and will also be more accessible for the public. Eric then outlined the work that was being planned. City Manager Donlevy confirmed that this project will improve accessibility and will enable the entire Finance Department to work together in the same area. The project is being paid for by impact fees and a grant has also been received for an emergency generator that will allow City Hall to remain online. No general funds are being used for this project. Electric charging stations, paid for by Valley Clean Energy, will also be included.

CITY MANAGER REPORT: There are a number of COVID-19 restrictions throughout the County. Staff has been attending key meetings regarding COVID-19 within the County. There has been a spike in the number of cases due to increased testing, which has been

particularly harsh for the business community. The new restrictions issued on July 13th are in effect for the next 3 weeks. To everyone who purchased fireworks, thanks for the show. The swimming pool is opening for lap swim and area swim teams, with the ability to give two 5-hour shifts. A shout out to swimmers Kate, Sally, and Jim, and to staff member Diana Tafolla for her work with the online registration/payment procedures. This is a good group to work with.

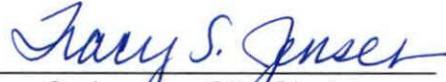
INFORMATION ONLY: None

ADJOURNMENT: Mayor Cowan adjourned the meeting at 8:30 p.m. in honor of Tom Neeley. City Manager Donlevy shared that Tom Neeley was passionate about the library and played an important role in the Community Library project. He met Tom when they were trying to get the first measure passed. He was also a founding member of the Wednesday night music group and his quiet strength will be sorely missed.



Wade Cowan, MAYOR

ATTEST:



Tracy S. Jensen, City Clerk