

**APRIL 23, 2024, MINUTES  
REGULAR WHEATLAND CITY COUNCIL MEETING  
WHEATLAND COMMUNITY CENTER  
101 C STREET, WHEATLAND, CA  
6:00 – 7:35 P.M.**

**COUNCIL MEMBERS PRESENT:** A. Teter, R. Coe, R. West, L. McIntosh  
P. Shelton

**OTHERS PRESENT:** B. Zenoni, City Manager  
S. Wong, Finance Director  
T. Raney, Community Development Director  
J. Buckman, City Attorney  
B. Wittmer, Police Chief  
A. Paquette, Fire Chief  
L. Thomason, City Clerk

**PLEDGE OF ALLEGIANCE:** Mayor R. West led the pledge of allegiance.

**PUBLIC COMMENT**

P. Walsh commented on General Plan meeting notices.

Yuba County Supervisor Gary Bradford presented a Proclamation for the City in recognition of the Wheatland 150-year celebration.

**CONSENT CALENDAR**

It was moved by Council Member P. Shelton, Seconded by Council Vice Mayor R. Coe, to **approve minutes from the regular City Council meeting on March 26, 2024; Investment Report for the Quarter Ended March 31, 2024; Resolution No. 16-24 Re-Adopting the City of Wheatland 6<sup>th</sup> Cycle (2021-2029) Housing Element Update and Resolution No. 17-24 Authoring the City Manager to Sign and File and Out of Agency Service Agreement with the Yuba Local Agency Formation Commission.** Vote called – AYES: All. Motion carried.

**REGULAR CALENDAR**

1) Finance Director Steve Wong presented the staff report for consideration and adoption of a resolution authorizing the execution of an agreement with Chavan & Associates, LLP to provide financial audit services. Each year an audit of the City’s financial statements is conducted by an independent auditor and the results are presented to the City Council. The audit for fiscal years ended June 30, 2018, through June 30, 2023, were conducted by Moss, Levy & Hartzheim. California Government Code requires that a local agency may employ a public accounting firm for no more than six consecutive years. To comply with this requirement, the City sent out ten Request for Proposals (RFP) to audit firms that have audited other local cities and special districts similar to Wheatland and posted the RFP on the City website. The City received

three responses. Chavan & Associates reports having approximately 200 government, nonprofit and grant engagements covering about 109 clients. The cost of an audit is included each year in the City's budget.

It was moved by Vice Mayor R. Coe, Seconded by Council Member A. Teter **to adopt Resolution No. 18-24 Authorizing Execution of and Agreement with Chavan & Associates, LLP for Financial Auditing Services for the Fiscal Year June 30, 2024, 2025 and 2026.** Vote called – AYES: All. Motion carried.

2) City Manager Bill Zenoni presented the staff report for consideration and adoption of a resolution authorizing execution of an agreement with Yuba County for utilization of the Wheatland Community Center for disaster-related temporary sheltering. The City has been contacted by the Yuba County Health & Human Services Department regarding use of the Wheatland Community Center as an emergency shelter in the event of a local emergency. The agreement includes: City will allow the County to utilize the Community Center and parking lot to shelter displaced residents, their service animals and domesticated pets during a natural or man-made disaster; County will provide janitorial services during period when the County utilizes the Community Center; County will have the Community Center professionally cleaned at the end of the usage period; County will provide a separate enclosed space or animal crates for domesticated pets; County is responsible for opening and closing the facility and for providing all needed equipment and supplies; the term of the agreement is two years (June 1, 2024 to May 31, 2026) and the County will pay the City an annual fee of \$5,000 for each fiscal year that the agreement is in effect. This item is being presented to the City Council for consideration because the Wheatland Community Center is currently utilized for various purposes. In the event of a significant emergency which required the housing of displaced citizens, any scheduled use of the Community Center would have to be cancelled. An alternate location for City Council meetings could be identified.

Debra Hoeck commented on expenses to the City.

Vice Mayor R. Coe commented that the community center is already a small building for an emergency shelter.

Council Member P. Shelton commented on space for pets.

It was moved by Council Member P. Shelton, Seconded by Vice Mayor R. Coe **to adopt Resolution No. 19-24 Authorizing Execution of Agreement with Yuba County for Utilization of Wheatland Community Center for Disaster-Related Temporary Sheltering.** Vote called – AYES: All. Motion carried.

3) City Manager Bill Zenoni presented the staff report for consideration and adoption of a resolution authorizing an amendment to the Fiscal Year 2023-24 contribution to the Wheatland Fire Authority and amending the fiscal year 2023 Fire Department budget. The Fiscal Year 2023-24 budget was adopted by the City Council on June 27, 2023. The City Council received a Mid-Year Budget status report on February 27, 2024. The Mid-Year Report identified projected General Fund revenues/transfers-in of \$3,218,808 available to fund expenditures/transfers-out of \$2,836,053, for a projected Fiscal year 2023-24 operating surplus of \$382,755. The City's 2023-24 budget includes a contribution of \$190,804 to the Wheatland Fire Authority for the City's share of the Fire Authority operating budget. At the time the Fiscal 2023-24 Wheatland Fire Authority budget was prepared, it was anticipated that revenue from strike team reimbursements totaling \$125,000 and USDA COVID grant revenue of \$77,000 would be received this fiscal year to assist with funding the annual operating budget. The Fire Chief has recently determined that neither of these funding sources are available this year. The result is a \$202,000 shortfall in funding available for operating costs of the Wheatland Fire Authority. To partially address this budget shortfall, the Plumas-Brophy Fire Protection District Board of Directors, on April 11, 2024, approved a supplemental funding request of \$100,000. A similar request has been made to the City of Wheatland. This supplemental funding is required to fund

projected payroll and other operating costs through the end of the current fiscal year. Any unexpended funds on June 30th would be utilized to reduce the Fiscal Year 2024-25 budget contribution.

T. Holland commented on shortfall in the budget and supporting the WFA.

It was moved by Mayor R. West, Seconded by Vice Mayor R. Coe to adopt Resolution No. 20-24 Authorizing an Amendment to the Fiscal Year 2023-24 Contribution **to the Wheatland Fire Authority and Amending the Fiscal Year 2023-24 Fire Department Budget**. Vote called – AYES: All. Motion carried.

4) City Manager Bill Zenoni presented the staff report for discussion of the Bishop’s Pumpkin Farm 2023 Season Report. Bishop’s Pumpkin Farm has been in operation in Wheatland for 51 years. Bishop’s Pumpkin Farm hosts school field trips and special events and is open to the general public for approximately two months in the fall of each year. The City Council receives two reports related to this business each year – a status report on the prior year’s activities and a plan for managing traffic during the upcoming season. This report provides an overview of City activities related to the Bishop’s Pumpkin Farm for the 2023 season. Information addressed in the staff report included traffic, admission fee revenue, public safety support and the 2024 pumpkin farm season.

Council Member P. Shelton commented on the season increasing.

P. Walsh commented on a traffic plan.

No action necessary.

## REPORTS

T. Raney reported on the GPU meeting.

B. Wittmer commented on the car show at Hard Rock.

At. Paquette thanked council for support, the Fire Department has 30 members and the new sign on Station No. 1.

B. Zenoni reported on a letter to CIRA regarding the hole in the Corp Yard and May 18<sup>th</sup> is the date for the Wheatland 150 celebration.

R. Coe reported on Plan B for the Wheatland 150 celebration.

A. Teter reported on the Beale AFB tour.

There being no further business, Mayor R. West adjourned the meeting in memory of Lucille Waltz at 7:35 p.m.

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Rick West, Mayor

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Lisa J. Thomason, City Clerk