

**MAY 9, 2023, MINUTES
REGULAR WHEATLAND CITY COUNCIL MEETING
WHEATLAND COMMUNITY CENTER
101 C STREET, WHEATLAND, CA
6:00 – 8:05 P.M.**

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

OTHERS PRESENT: J. Goodwin, City Manager
J. Buckman, City Attorney
T. Raney, Community Development Director
D. Schilling, City Engineer
D. Sylvester, Police Chief
A. Paquette, Fire Chief
S. Wong, Finance Director
L. Thomason, City Clerk

PLEDGE OF ALLEGIANCE: Council Member R. West led the pledge of allegiance.

PUBLIC COMMENT

Pam Walsh commented on Bishop Pumpkin Farm traffic.

CONSENT CALENDAR

It was moved by Vice Mayor R. Coe, Seconded by Council Member L. McIntosh to **approve minutes from the April 25, 2023, meeting.** Vote called – AYES: All. Motion carried.

Consent Item No. 3.2 was pulled by Mayor R. West for further discussion. Mayor West commented on the federally insured amount and collateralization.

It was moved by Vice Mayor R. Coe, Seconded by Council Member L. McIntosh to **approve the Quarterly Investment Report March 31, 2023.** Vote called – AYES: All. Motion carried.

REGULAR CALENDAR

1) City Manager Jim Goodwin presented the staff report regarding contracting with Yuba Sutter Economic Development Corporation (YSEDC) for staff assistance with planning and delivering a year-long celebration of Wheatland’s Sesquicentennial in 2024. In February the City Council appointed Vice Mayor Coe to form and lead an Ad-hoc Committee for the City’s 150th Anniversary of the City’s incorporation. The committee will have a key role in planning the specifics of the celebration activities between now and the end of 2023 for activities that will occur throughout 2024. AKT Development has committed \$12,000 to underwrite the activities.

Pam and Chris Walsh commented that \$12,000 is an exorbitant amount of money that could be better spent elsewhere.

Council Members L. McIntosh and P. Shelton commented on staying within \$12,000.

Vice Mayor R. Coe commented that he hopes the activities will be seen on tv and newspapers.

It was moved by Council Member P. Shelton, Seconded by Council Member L. McIntosh to **direct the City Manager to enter into a professional services agreement with Yuba Sutter Economic Development Corporation (YSEDC) for the next 18-months for a not-to-exceed amount of \$18,000 to provide staff assistance with planning and delivering a year-long Sesquicentennial Celebration in 2024.** Vote called – AYES: All. Motion carried.

2) Community Development Director Tim Raney presented the staff report for discussion and consideration to waive the second reading of and adopt Ordinance No. 491 to prezone the Pottery World/Avoca Orchards annexation area to Light Industrial (M-1), Residential Single Family (R-1), and Two Family Residential (R-2). The rezoning is consistent with the site's General Plan Land Use Designations of LDR, LMDR and MDR. The purpose of the M-1 district is to provide for establishment of areas for light manufacturing, wholesaling, and storage. R-1 and R-2 zoning districts to provide single-family housing.

It was moved by Vice Mayor R. Coe, Seconded by Mayor R. West to **waive the second reading and adopt Ordinance No. 491 to prezone the Pottery World/Avoca Orchards property (APN) 015-100-053 to Light Industrial (M-1), the properties (APNs) 015-100-084 and 015-100-089 to Residential Single Family (R-1) and the property (APN) 015-100-061 to Residential Single Family (R-1) and Two Family (R-2).** Vote called – AYES: Coe, West, McIntosh, Teter. NOES: Shelton. Motion carried.

3) City Manager Jim Goodwin presented the staff report for consideration to approve the Task Order with Raney Planning and Management to conduct the necessary tasks required by the U.S. Department of Housing and Urban Development (HUD) and the California Department of Housing and Community Development (HCD) for the First Street Senior Housing Project HOME Fund. In February 2022, the City Council authorized the submittal of the HOME Fund application for the First Street Senior Housing Project. The 2.4-acre project site is currently undeveloped vacant land surrounded by existing residential development and includes construction of a 32-unit affordable senior apartment complex with site amenities. The City was awarded \$5,788,142.00 for the project and is the applicant for the HOME funds. The City will be the lender of HOME funds to Wheatland Senior Associates, L.P. The City is responsible for administration and monitoring of HOME assisted rental projects from the time the Standard Agreement is issued through the affordability period to ensure compliance with Federal and State laws. The City is required to annually review written policies, procedures, and forms; confirm that the monitoring staff is following established policies and procedures; and verify all monitoring, recordkeeping and retention is in compliance with the HOME Final Rule and HOME Contract Management Manual. The HOME Fund includes \$150,000.00 for the City to perform these tasks. The Task Order would authorize Raney Planning and Management, Inc., and its Laurin Associates division to complete tasks on behalf of the City. The Task Order identifies a not to exceed amount of \$54,993.00 for Raney to provide the required monitoring and reporting tasks for the HOME fund, which exceeds the City Manager's approval authority of \$25,000.

Mayor R. West commented on prevailing wages.

It was moved by Council Member P. Shelton, Seconded by Vice Mayor R. Coe to **approve the Task Order authorizing Raney Planning and Management, Inc., and the Laurin Associates division to process and monitor the First Street Senior Apartments Project in compliance with the HOME Fund requirements.** Vote called – AYES: All. Motion carried.

4) City Engineer Dane Schilling presented the staff report for discussion and consideration to

authorize issuance of a request for proposals for professional engineering and environmental services for the Wheatland Road Complete Streets Project (STPL-5048(008)). In 2019 the City received a SACOG grant of federal aid funds for the design of the Wheatland Road Complete Streets. The project will improve and extend existing sidewalks, bike lanes to complete the pedestrian and bicycle corridor along Wheatland Road from State Round 65 to the intersection of Wheatland Road and Wheatland Park Drive at the southwest corner of Bear Rive Middle School, including related utility relocations, road widening, safety lighting and pavement rehabilitation. The project will perform pavement rehabilitation and widening to add buffered bike lanes along Wheatland Road from Wheatland Park Drive to Oakley Lane. Proposed professional engineering and environmental services involves engaging a qualified firm for the preparation of the Project Approval & Environmental Document (PA&ED), plans, specifications & estimates (PS&E), bidding & award, and services during construction. Services would also include assisting the City with grant documentation and requests for authorization for future phases. The City's consultant selection process must follow certain state and federal guidelines, so the design and environmental efforts are eligible to be used as potential matching funds against future construction grant funds. A recommendation to award a professional services contract to the winning proposer will be brought to the City Council in July 2023.

Chris Walsh commented on the big rocks by the high school.
Council Member P. Shelton commented on parking.

It was moved by Vice Mayor R. Coe, Seconded by Mayor R. West to **authorize the City Engineer to issue a request for proposals for professional engineering and environmental services for the Wheatland Road Complete Streets Project (STPL-5048(008))**. Vote called – AYES: Coe, West, McIntosh. NOES: Teter, Shelton. Motion carried.

5) City Manager Jim Goodwin presented the staff report for discussion and consideration of forming a JPA Review Ad-hoc committee to discuss potential amendments to the Wheatland Fire Authority (JPA) agreement. The WFA was formed in 2006 as JPA between the City of Wheatland and Plumas Brophy Fire Protection District (PBFPD). WFA provides fire protection and emergency response services in the area covered by the Wheatland city limits and the boundaries of PBFPD. The original JPA was amended in 2010 and not revisited since. The City received a letter from Bart Johnson, Chairman of the WFA Board, requesting a meeting. On February 9 Mr. Johnson shared the WFA Board's desire to discuss the agreement and agreed any future discussions should include representatives of both the PBFPD Board and the Wheatland City Council, as well as the WFA Chief and the Wheatland City Manager. The City Manager is recommending the City Council appoint a member of City Council who is not serving on the WFA Board and request the PBFPD Board of Directors to appoint a member of their board not currently serving as a WFA Board member, to serve as a JPA Review Ad-hoc Committee. The committee would meet with the WFA Chief and the City Manager to review the current status of WFA, review the JPA agreement, and make any recommendations the committee would deem appropriate. Any recommendations resulting from discussions would be brought back to the Wheatland City Council and PBFPD Board of Directors for consideration.

Council Member P. Shelton commented on the split of the four items presented in the staff report, city funds, RFQ and consultant.
Mayor West commented on the financial analysis.
Council Member L. McIntosh commented on consultant.
Council Member A. Teter commented on community center rentals and consultant costs.

Fire Chief A. Paquette commented on the WFA JPA.

Chris Walsh commented on the WFA mission statement and consultant.

It was moved by Council Member L. McIntosh, Seconded by Vice Mayor R. Coe to **appoint a member of the City Council not currently serving on the WFA Board of Directors, and request Plumas Brophy Fire Protection District (PBFPD) appoint a member of their Board not currently serving on the WFA Board of Directors, to serve as an ad-hoc committee to meet with the WFA Chief and the Wheatland City Manager to review and make recommendations regarding potential amendments to the WFA Joint Powers Authority (JPA) agreement.** Vote called – AYES: McIntosh, Coe, West. NOES: Teter, Shelton. Motion carried.

REPORTS

D. Schilling reported on the Wheatland Expressway and SYTIA.

Fire Chief reported on jet ski training.

Police Chief reported on the Feline Center, spay and neutering, shots, and animal control.

S. Wong reported on the budget.

J. Goodwin reported on the invitation for the MOU UC CITRIS.

L. McIntosh reported on the Homeless Committee meeting.

Meeting adjourned to Closed Session at 7:00 p.m.

CLOSED SESSION

The meeting was reconvened at 8:05 with no reportable action.

There being no further business, Mayor R. West adjourned at 8:05 p.m.

Minutes approved and adopted on this 23rd day of May 2023.

Rick West, Mayor

Lisa Thomason, City Clerk