

**MAY 10, 2022, MINUTES  
REGULAR WHEATLAND CITY COUNCIL MEETING  
WHEATLAND COMMUNITY CENTER  
101 C STREET, WHEATLAND, CA  
6:00 – 8:30 P.M.**

**COUNCIL MEMBERS PRESENT:** R. Coe, L. McIntosh, J. Pendergraph, P. Shelton  
R. West

**OTHERS PRESENT:** J. Goodwin, City Manager  
J. Buckman, City Attorney  
T. Raney, Community Development Director  
D. Schilling, City Engineer  
D. Sylvester, Police Chief  
D. Klever, Public Works Director  
L. Thomason, City Clerk  
J. Johnson

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

**CLOSED SESSOIN**

No. reportable action.

**REGULAR CALENDAR**

1) City Manager Jim Goodwin presented the staff report for discussion and consideration to adopt a resolution approving and engineering services contract with Coastland Engineering. Coastland Engineering was first retained by the City of Wheatland in 2008 to provide engineering services. Dane Schilling currently serves as the City Engineer under the contract. The contract did not have a termination date. Under current law, expenses for contract services such as planning and engineering are not eligible for reimbursement under certain state and federal funding programs, specifically federal funding for local street and road projects if the contractor providing the service has not been selected through a competitive process at least every five years. In December 2021, your City Council directed staff to release a Request for Qualifications for both planning and engineering services. The Request for Qualifications (RFQ) for Engineering Services was released in December 2021. Coastland Engineering was the only firm to respond. The City Manager then negotiated contract terms. The key contract terms are as follows: the contract is for five years, terminating on April 26, 2027; Consultant's rates for key personnel for Part-One services will increase and then will be held constant for the five-year term of the contract. Consultant's rates have not been adjusted since 2018; the fee schedule for Part-Two services may be adjusted annually and task orders will be utilized for Part-Two services, which are anticipated to be grant-funded or other special projects stating a "not-to-exceed" amount to ensure charges do not exceed the funds available.

Motion was made by Council Member J. Pendergraph, Seconded by Vice Mayor R. Coe to **adopt Resolution No. 12-22 Approving and Engineering Services Contract with Coastland Engineering**. Vote called – AYES: All. Motion carried.

2) City Manager Jim Goodwin presented the staff report for discussion and consideration to adopt a resolution to approve a planning services contract with Raney, Planning & Management. Raney Planning & Management, Inc. was first retained by the City of Wheatland in 2004 to provide planning services. Tim Raney currently serves as the City's Community Development Director under the contract. The contract did not have a termination date. Under current law, expenses for contract services such as planning and engineering are not eligible for reimbursement under certain state and federal funding programs, specifically federal funding for local street and road projects if the contractor providing the service has not been selected through a competitive process at least every five years. In December 2021, your City Council directed staff to release a Request for Qualifications both planning and engineering services. The Request for Qualifications (RFQ) for Planning Services was released in December 2021. Two Statements of Qualifications (SOQs) were received by the deadline stated in the RFQ. A committee made up of the City Clerk, Public Works Director and City Manager reviewed and scored the SOQs. Raney Planning & Management, Inc. had the highest score and was selected for contract. The contract was negotiated with the following key contract terms: the contract is for five years, terminating on April 26, 2027; Consultant's rates for key personnel for Part-One services will increase but then will be held constant for the 5-year term of the contract; the fee schedule for Part-Two services may be adjusted annually and task orders will be utilized for grant-funded or other special projects to ensure charges do not exceed the funds available. The City Attorney has reviewed the agreement.

Motion was made by Council Member J. Pendergraph, Seconded by Vice Mayor R. Coe **to adopt Resolution No. 11-22 to Approve a Planning Services Contract with Raney Planning & Management.** Vote called – AYES: All.

#### **PUBLIC COMMENT**

None.

The Wheatland Fire Authority Chief A. Paquette and Police Chief D. Sylvester presented annual reports to Council Members.

#### **CONSENT CALENDAR**

1) Motion was made by Council Member J. Pendergraph, Seconded by Vice Mayor R. Coe **to approve minutes from the April 26, 2022, council meeting.** Vote called – AYES: All.

#### **REGULAR CALENDAR CONT.**

3) Community Development Director Tim Raney presented the staff report for introduction and first reading of draft Ordinance No. 486 Repealing Section 19.55.020 and Amending Sections 19.55.050 of the Wheatland Municipal Code relating to Temporary Signs. Wheatland Municipal Code Section 19.55.050 establishes the term of placement for temporary signs within the city limits of Wheatland. The code currently states: temporary signs may remain in place for a period not exceeding ninety days within a calendar year, displayed either consecutively, or displayed for three thirty-day periods, separated by at least three months. However, temporary signs are allowed for thirty days prior to, and ten days after, any national, state, or local election. On April 26, 2022, the Wheatland City Council gave direction to staff to amend the Wheatland Sign Code related to temporary signs for

consistency with Yuba County requirements. Yuba County allows for temporary signs to be placed up to three (3) months prior to an election and requires that they be removed within ten (10) days following the election. As a result, city staff has prepared the attached Ordinance to amend Section 19.55.050 of the Wheatland Sign Code to allow temporary signs to be placed up to ninety (90) days prior to, and ten (10) days after an election. The proposed Ordinance is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines section 15305, Minor Alterations in Land Use Limitations.

Motion was made by Council Member J. Pendergraph, Seconded by Vice Mayor R. Coe to **introduce and waive the first reading of the Draft Ordinance No. 486 Repealing Section 19.55.030 and amending Section 19.55.050 of the Wheatland Municipal Code relating to Temporary Signs.** Vote called - AYES: Pendergraph, Coe and McIntosh. NOES: Shelton and West. Motion carried.

4) City Manager Jim Goodwin presented the staff report for City Council review and discussion of recommendations regarding the use of ARPA funding and provide direction to staff by either approving the recommendations as presented or requesting staff revise the proposed project list. In response to the COVID-19 pandemic, in 2021 Congress approved the American Rescue Plan Act (ARPA). As a result, Wheatland was awarded \$926,504. Previously, on February 8 of this year, the City Council accepted the Finance Director's recommendation to recognize all the funding as general revenue replacement per the U.S. Treasury Final Rule effective April 1, 2022. In doing so, your City Council has discretion on how the funds are used. Funds cannot be held in reserve. All funds must be obligated by December 31, 2024, and fully expended by December 31, 2026. The following projects are being recommended. The amounts shown are estimates. Most of the projects are outside the spending authority of the City Manager (maximum \$25,000) and thus award of contracts for actual work would come to the City Council for final approval. Under federal guidelines, the money is not obligated until it is under contract. Staff is recommending the ARPA funding be allocated as follows: General Plan Update - \$350,000; Water System Pressurization - \$110,000; Body-worn Cameras - \$105,000; New Patrol Car - \$68,000; Community Center Upgrades - \$50,000; Classification Study - \$50,000; WFA Chief's Vehicle - \$50,000; WFA Station Improvements - \$50,000; Public Works Vehicle - \$45,000; Website - \$30,000 and Sesquicentennial Mural Project - \$15,000.

Council Member L. McIntosh questioned if any of these projects are on the City's Goals and Objectives list and can any of these come out of budget funds. McIntosh also questioned if some of the ARPA funds can be allocated to the City's Pavement Management Program. Goodwin responded Council has complete discretion for use of ARPA funds and the pavement budget would be a single significant expenditure. City Engineer Dane Schilling added the approximate cost of a street rehab project would be between \$250 to \$300K. McIntosh suggested tabling the decision to spend ARPA funds until the budget is passed.

Council Member P. Shelton questioned where the numbers come from. J. Goodwin explained staff has researched and contributed information for costs of projects in their departments. Shelton questioned if the body worn cameras for the Police Department will cover all officers. Chief Sylvester responded yes. Shelton also commented on the city website and the proposed mural project.

Council Member J. Pendergraph commented on the cost for a commercial kitchen at the Community Center.

Mayor R. West commented on Department Heads budgeting ongoing funds for vehicles.

Motion was made by Vice Mayor R. Coe, Seconded by Council Member J. Pendergraph to **hold off on spending ARPA funds on a city website and job classification study and bring the item back for further discussion.** Vote called – AYES: Coe, Pendergraph, Shelton and West. NOES: McIntosh

## REPORTS

Council Member J. Pendergraph reported on the upcoming Pet Parade.

Mayor R. West commented on the sewer Ad Hoc Committee.

Vice Mayor R. Coe reported he is no longer available to attend the Yuba County Historical Resources Commission board meetings. City Council decided to rotate attend with all council members.

There being no further business, Mayor R. West adjourned the meeting in memory of Jack Campbell at 8:30 p.m.

Minutes approved and adopted on this 24<sup>th</sup> day of May 2022.

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Rick West, Mayor

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Lisa J. Thomason, City Clerk