

**SEPTEMBER 22, 2020 MINUTES
REGULAR WHEATLAND CITY COUNCIL MEETING
WHEATLAND COMMUNITY CENTER
101 C STREET, WHEATLAND, CA
6:30 – 7:15 P.M.**

COUNCIL MEMBERS PRESENT: R. Coe, L. McIntosh, J. Pendergraph, R. West,
ABSENT – J. Henderson

OTHERS PRESENT: J. Goodwin, City Manager
T. Raney, Community Development Director
D. Schilling, City Engineer
A. Ramos, City Attorney
D. Sylvester, Police Chief
A. Paquette, Fire Chief

PLEDGE OF ALLEGIANCE: Council Member L. McIntosh led the pledge of allegiance.

PUBLIC COMMENT:

None.

CONSENT CALENDAR

Motion was made by Council Member R. Coe, Seconded by Council Member L. McIntosh to **approve minutes from the regular meeting on September 8, 2020; Proclamation Declaring October 2020 as Domestic Violence Awareness Month and Second Reading and Adoption of Ordinance No. 477 Imposing a Ban on the Establishment and Operation of the Needle Exchange Program within Wheatland by adding Chapter 8.36. to the Wheatland Municipal Code.** Vote called – AYES: All. Motion carried.

REGULAR CALENDAR

1) Community Development Director T. Raney presented the staff report to select Goodwin Consulting Group as the consultant to begin preparing the Wheatland AB 1600 Fee Study Update. The City was awarded \$160,000 of funding from the SB 2 Grant offered by HCD. A portion of the SB 2 Grant (\$40,000) will be used for the City to update its AB 1600 Fee Study. The purpose of the study is to identify the development impact fees for future development within the City. Council approved by resolution the expenditure of the SB 2 Grant funds. Wheatland staff reached out to three experienced firms requesting qualifications to solicit interest to prepare an update to the City's AB 1600 Fee Study, including Economic & Planning Systems (EPS), Revenue Cost Specialists (RCS), and Goodwin Consulting Group (GCG). After review of the qualifications received, staff ranked Goodwin Consulting Group as first due to their depth of experience preparing AB 1600 fee studies, and recent experience with the City of Wheatland preparing the CSDs for the Caliterra Ranch and Heritage Oaks projects and the Bear River Levee Fee study. Staff is recommending Council select Goodwin Consulting Group as the consultant to begin preparing the Wheatland AB 1600 Fee Study Update.

Motion was made by Vice Mayor J. Pendergraph, Seconded by R. Coe to **select Goodwin Consulting Group as the consultant to begin preparing the Wheatland AB1600 Fee Study Update and Direct the City Manager to execute a Professional Services Agreement in an amount not to exceed \$40,000.** Vote called – AYES: All. Motion carried.

2) Community Development Director T. Raney presented the staff report for reconsider providing direction to city staff reconsideration to begin preparing a draft Development Agreement Amendment to reduce the required Caliterra Ranch development impact fees by 50 percent for the first 145 single-family units. At the September 8, 2020 Council meeting, the council considered the request to provide direction to staff to begin preparing a development agreement amendment in order to reduce impact fees by 50 percent of the first 145 units of the Caliterra Ranch subdivision. The applicant had assumed the \$10,000 per unit credit would also be applied further reducing the total unit impact fee to be collected. The vote of the council was a 2-2 tie which resulted in the direction to prepare a development agreement amendment being denied. The Caliterra Ranch representative contacted city staff on September 9th to seek a revised proposal that would allow the development agreement amendment to proceed. The representative indicated that they were able to enter into a contract with a home builder only if the 50 percent fee reduction was granted. The representative also indicated that the project site would likely be converted to orchards without the approval of the 50 percent fee reduction. Based on the understanding of the discussion by the council members, City staff identified that the Caliterra Ranch would need to provide stronger performance standards to guarantee that homes would be constructed in a timely manner. In addition, staff informed the applicant that the impact fees paid per unit after the application of the \$10,000 per unit credit was insufficient to fund necessary capital costs. The applicant amended the previous proposal as follows: Specific Performance Standards; the Caliterra Ranch property owner would record the sale of the phase 1 site of 145 lots to a home builder by March 31, 2021; the home builder would enter into a new subdivision improvement agreement with the City of Wheatland and begin construction by December 31, 2021; the subdivision improvements for the first phase 145 lots will be completed and accepted by the City by June 30, 2022 and the home builder would receive approval and fund building permits for a minimum of 10 of the 145 units by December 31, 2022. Increased Impact Fee Collection for Phase 1; the project applicant has agreed to deferring the \$10,000 per unit credit for the first phase of 145 units; the \$10,000 fee credit would begin with the 146th building permit and continue until extinguished at the 450th building permit (credits are available for 305 units) and the City would therefore collect 50 percent of the current impact fee at the time of the issuance of the building permit. The 2020 fee is \$39,690 and is subject to annual adjustments. This fee would continue to be increased each year by the published ENR rate. City staff is requesting the city council provide direction to staff to begin preparing a draft development agreement amendment to provide a 50 percent reduction in development impact fees, deferral of the application of the \$10,000 fee credit for the first 145 single-family units of the Caliterra Ranch project, and the performance standards identified above. Amending the development agreement for Caliterra Ranch would require review and approval by both the Wheatland Planning Commission and City Council. Staff provided a table comparing the fiscal impacts of the project site converting to an orchard verses moving forward with the planned development. The chart estimates development impact fees as well as CSD annual receipts and annual property tax.

Motion was made by Vice Mayor J. Pendergraph, Seconded by Council Member R. Coe to **provide direction to city staff to begin preparing a draft development agreement amendment to reduce the required Caliterra Ranch development impact fees by 50 percent for the first 145 single-family units.** Vote called – AYES: Pendergraph, Coe, West. NOES: McIntosh. Motion carried.

3) City Engineer D. Schilling presented the staff report for adoption of a resolution authorizing the

City Manager to execute contracts and change orders with Mueller Systems, LLC. (Mueller) for the implementation of the Advanced Metering Infrastructure (AMI) Project in the amount of \$82,713.80, and to execute contract change orders not to exceed 15% of the contract amount. With the support of the Yuba Water Agency (YWA), the City has been awarded a \$1.36 million grant through the Integrated Regional Water Management (IRWM) grant program, which includes fifty percent (50%) matching funds by YWA, for a Comprehensive Drinking Water Project. The Comprehensive Project will improve water system reliability; increase community awareness of water consumption; encourage sustainable water practices; and modernize the City's water supply system. The Advanced Metering Infrastructure (AMI) Water System Metering Upgrade Project is Phase 1 of two phases defined within the Comprehensive Project. The AMI Water System Metering Upgrade Project accounts for \$964,695 of the \$1.38 million in awarded IRWM grant funding. The other project included within the grant is the Water System Reliability Project involving the elevated water tank, which has a programmed budget of \$400,000. Plans for delivery of that project will be brought to the Council at a later date. The City has aging water meters and outdated meter reading software. The outdated infrastructure makes it difficult to quickly and accurately detect leaks; provides very limited information for water conservation measures; and creates on-going operational challenges which can be solved with available technology. Currently, individual service meters are read manually. Most consumer leaks go undetected until after several monthly reads, which results in substantial water loss. The system-wide water meter automation upgrades will improve water conservation and system management capabilities significantly. Further, the new system will allow for automated data sharing of groundwater levels with Yuba Water Agency, which will enhance the groundwater sustainability monitoring efforts within the South Yuba Sub-Basin of which provides all of Wheatland's drinking water. The AMI Project will install all new supply-side and demand-side meters, and implement systemwide water meter automation upgrades using advanced metering technology to fully automate meter reading, 'enable timely leak detection; provide consumers with data for consumption management, increase operational efficiencies and streamline the City's billing process. On May 12, 2020, the City Council authorized the draft request for proposals (RFP) and specifications. After receiving direction from the City attorney, it was determined that due to California Public Contract Code, the contract for vendor and AMI system selection needed to be separated from the meter installation contract. The final RFP document was refined, and the scope was reduced to exclude meter installations. The meter installations will be provided under a separate activity. The bid documents for the meter installations are currently being prepared and will be brought to City Council for approval at a later date. City staff issued the final RFP on June 12, 2020, soliciting vendor engagement to provide the AMI system and installation of the AMI system components. Five (5) proposals were received on July 20th. A selection panel composed of qualified staff from the Cities of Wheatland, Lincoln, and Yuba City, as well as Coastland Civil Engineering was formed to review proposals. All five vendor teams were deemed well qualified, but three firms stood out as the most qualified. Those three firms, Badger Meter, Ferguson Waterworks/Neptune, and Mueller Systems were interviewed on August 20th by a panel composed of City staff and the City's consulting project manager from Coastland Civil Engineering. As a result of the interviews, Mueller was ranked by the panel as the highest-ranking vendor. Mueller's proposal and presentation stood out as providing the best combination of system capabilities; proposed installation and lifecycle costs; team qualifications; and ongoing support that is best suited to the City's needs. Mueller demonstrated that their system meets and exceeds the City's required capabilities for an AMI system and provides the ability to expand with growth of the City over the next twenty years. City staff subsequently met with Mueller and the City Attorney to clarify and negotiate a refined scope, fee, and contract language. The result involves two contracts with to Mueller, a consultant agreement, and a software licensing agreement. The contracts with Mueller provide the data collection system for the meter reading and guaranteed pricing for the selected meters. The purchase and installation of all new meters will be performed under a separate competitively bid and subsequent City

Council action. Staff has determined that no significant environmental impacts should occur as a result of this project and therefore the project is categorically exempt under CEQA.

Motion was made by Council Member R. Coe, Seconded by Vice Mayor J. Pendergraph to **adopt Resolution No. 38-20 authorizing the City Manager to award contracts to Mueller Systems, LLC (Mueller) for the implementation of the Advanced Metering Infrastructure (AMI) Project in the amount of \$82,713.80, and to execute contract change orders not to exceed 15% of the contract amount.** Vote called – AYES: All. Motion carried.

4) City Engineer D. Schilling presented the staff report for a resolution of support for a proposed enhanced bicycle and pedestrian facility between McDevitt Drive and Hooper Street. Caltrans has begun preliminary engineering and environmental efforts on a project to resurface Highway 65 through Wheatland known by Caltrans as the "Wheatland Donut Hole Project - 03- OH370". The Donut Hole Project on Highway 65 will involve digging-out areas of failed pavement, overlaying pavement, replacing most of the pedestrian ramps and new pavement markings. In the course of the preliminary engineering phase of the project, Caltrans identified the need to make pedestrian crossings improvements at McDevitt Drive and began looking further at the opportunities available to pedestrians and cyclists in that area - particularly students walking and biking to and from schools. Caltrans identified the westerly side of the highway between McDevitt Drive and Wheatland Elementary School as a segment that can benefit from enhanced bike and pedestrian facilities. The improvements would start at the northwesterly intersection at McDevitt Drive (Chevron Station) and end at Hooper Street where the improvement currently under construction end. Potential improvements may include; adding a crosswalk at or near McDevitt Drive; removing existing sidewalk and paved parking/shoulder along Highway 65; constructing a 10-ft wide Class 1 Bike/Ped bi-directional pathway; provide a separation between highway traffic and bike/ped path (possibly landscaped); provide additional lighting at the McDevitt intersection and crosswalk; rapid flashing beacons for the McDevitt Drive crosswalk and raised medians at the McDevitt Drive intersection to calm traffic and provide areas of refuge for crossing pedestrians. The proposal would involve the loss of existing on-street parking that was added in recent years. Staff would ensure the preservation of all existing driveways in the project area. It should be noted that bike and pedestrian facilities are not likely to be constructed on the easterly side of the highway due to the lack of pedestrian demand as the area is undeveloped and fronts the railroad right-of-way. Caltrans has also identified potential sources to fund the project and is requesting letters of support from the City of Wheatland and Wheatland area schools. The letters will be used to help justify the project and assist with obtaining funding. Caltrans' rough estimate of costs is \$800,000. As currently proposed, the City would have no obligation to fund the project improvements. However, the City, under a maintenance agreement with Caltrans, is currently responsible for the maintenance of the sidewalk and landscaping in this area. The City would become responsible for maintenance of any new sidewalk, bikeway and landscaping facilities constructed by the project.

Motion was made by Vice Mayor J. Pendergraph, Seconded by Council Member L. McIntosh to **approve Resolution No. 39-20 Supporting a Project Proposed by Caltrans for Construction of an Enhanced Bicycle and Pedestrian Facility Between McDevitt Drive and Hooper Street.** Vote called – AYES: All. Motion carried.

REPORTS

Mayor R. West reported on the Regional Sewer System meeting.

Vice Mayor J. Pendergraph reported on the efforts of Butte County escorting people in from fires and the WFA apparatus out on fires.

City Manager J. Goodwin reported that the City Hall lobby area is now open to the public and the recent edition of eNews.

Police Chief D. Sylvester reported on that the Police Department lobby area is now open to the public, the new patrol car, officers sent to patrol fire evacuation areas and Bishop's.

WFA Chief A. Paquette reported on the increasing number of vehicle accidents.

City Engineer D. Schilling thanked City Attorney A. Ramos for advice on projects.

There being no further business, Mayor R. West adjourned the meeting at 7:15 p.m.

Minutes approved and adopted on this 27th day of October 2020.

Rick West, Mayor

Lisa J. Thomason, City Clerk

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