

PRESENT: Councilmembers Ortiz, Valero & Martinez

OTHERS: Lara, Waters, Marquez, Zamora, & Zacarias

ABSENT: Mendoza & Gonzalez

FLAG SALUTE

PUBLIC COMMENT

IV. CONSENT CALENDAR –ACTION AND INFORMATION ITEMS

Request Approval of the Consent Calendar Action Items (IV. A-B)

A. Action: Approval of Minutes of the regular meeting held on February 10, 2020

B. Action: Approval of Warrants

ON A MOTION BY MARTINEZ, SECOND BY VALERO IT WAS VOTED TO APPROVE THE CONSENT CALENDAR. APPROVED UNANIMOUSLY.

V. ACTION/DISCUSSION ITEMS

A. Information: Airport Status Update

Community Services Director Waters presented the following: City staff recently met with stakeholders from the Woodlake Airport to discuss the future management and operation of the airport. City staff plans to meet FAA and Caltrans to determine the feasibility a of converting the airport to a private airport from a municipal airport. If converted to a private airport, the City could lease the airport land to an organization, and they would be responsible for managing and maintaining the airport.

B. Action: Adoption of Resolution: Authorize Staff to apply for a Cannabis Equity Grant and Update the Existing Woodlake Equity Program

Community Services Director Waters reported the following: The California Cannabis Equity Act of 2018 (Equity Act), established by Senate Bill 1294 (Bradford 2018), allows for direct assistance to local jurisdictions' commercial cannabis equity programs that provide assistance to local equity applicants or local equity licensees. After the voter approved Proposition 64, the Bureau of Cannabis Control established a program allowing eligible local jurisdiction to submit an application to the bureau for a grant to assist local equity applicants and local equity licensees through that local jurisdiction's equity program. The Bureau has been appropriated \$30 million to award to cities and counties to assist equity applicants and licensees through equity programs that focus on inclusion and support of persons in the cannabis industry, who are linked to populations or neighborhoods that were negatively or disproportionately impacted by cannabis criminalization. City Council adopted the Woodlake Equity Program in March of 2019 to help address the impacts of cannabis criminalization and as a low-income, predominately minority population, Woodlake's residents were likely disproportionately affected by previous cannabis legislation. The Woodlake Equity Program provides that would help alleviate the effects of those laws. The grant funding would help provide financial support for the City's equity program. City staff is also updating the existing Woodlake Equity Program to conform to new grant requirement. The updated program provides additional information regarding cannabis violation statistics and clarifies the programs that are eligible for grant funding within Woodlake.

ON A MOTION BY MARTINEZ, SECOND BY VALERO IT WAS VOTED TO ADOPT THE RESOLUTION AND AUTHORIZE STAFF TO APPLY FOR A CANNABIS EQUITY GRANT AND UPDATE THE EXISTING WOODLAKE EQUITY PROGRAM. APPROVED UNANIMOUSLY.

- C. Action: Adoption of Resolution: Authorize the City to Access State and Federal Level Summary Criminal History Information for Licensing Purposes
Community Services Director Waters reported the following: As part of the City's cannabis application process, City Staff will conduct background checks on potential cannabis employees. These background checks require access to State and Federal criminal history.

Several Penal Code sections outlining the process by which the City can gather information for licensing purposes:

1. Penal Code sections 11105(b)(11) and 13300(b)(11) authorizes cities to access state and local summary criminal history information for employment, licensing, or certification purposes.
2. Penal Code section 11105(b)(11) authorizes cities to access federal level criminal history information by transmitting fingerprint images and related information to the Department of Justice to be transmitted to the Federal Bureau of Investigation.
3. Penal Code sections 11105(b)(11) and 13300(b)(11) require that there be a requirement or exclusion from employment, licensing, or certification based on specific criminal conduct on the part of the subject of the record.
4. Penal Code sections 11105(b)(11) and 13300(b)(11) require the city council specifically authorize access to summary criminal history information for employment, licensing, or certification purposes.

ON A MOTION BY MARTINEZ, SECOND BY VALERO IT WAS VOTED TO ADOPT THE RESOLUTION AND AUTHORIZE THE CITY TO ACCESS STATE AND FEDERAL LEVEL SUMMARY CRIMINAL HISTORY INFORMATION FOR LICENSING PURPOSES. APPROVED UNANIMOUSLY.

- D. Action: Adoption of Resolution: Approval of the City of Woodlake's Fiscal Year 2020/2021 List of Projects Funded by SB1: The Road Repair and Accountability Act of 2017

City Administrator Lara reported the following: With the passage of Senate Bill 1 (SB1) the Road Repair and Accountability Act of 2017 the City of Woodlake has created a separate fund to track revenues and expenditures associated with the approved projects constructed with the new funding. The City has created Fund (028) Road Maintenance and Rehabilitation Account (RMRA).

Annually the City will have to approve potential projects that may use RMRA funding. In FY 2020/2021 the City is estimated to receive \$145,377. The revenues received are all expected to be used in FY 2020/2021 on the North Valencia Boulevard Extension Improvement Project and West Sequoia Avenue Project. Below is a project list of projects that may use RMRA funding.

Project List:

Project 1 – North Valencia Boulevard Extension Improvement Project:

This project will be located along the west side of Valencia Boulevard from Sierra Avenue to Sequoia Avenue. The project will consist of the installation of curb, gutter, sidewalk, ADA ramps, drive approaches, storm drainage, streetlights and pave out. The estimated useful life of this roadway is 15 years and construction is anticipated to start in 2020.

Project 2 – West Sequoia Avenue Project:

This project will be located along West Sequoia Avenue from Valencia Boulevard to Cypress Avenue. The project will consist of the installation of curb, gutter, sidewalk, ADA ramps, drive approaches, storm drainage, streetlights and pave out.

The estimated useful life of this roadway is 15 years and construction is anticipated to start in 2021.

ON A MOTION BY MARTINEZ, SECOND BY VALERO IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE CITY OF WOODLAKE'S FISCAL YEAR 2020/2021 LIST OF PROJECTS FUNDED BY SB1. APPROVED UNANIMOUSLY.

- E. Action: Adoption of Resolution: Approval of the City of Woodlake's Single Audit for the Year Ended June 30, 2019

City Administrator Lara reported the following: The City of Woodlake undergoes an annual independent single audit of its major Federal programs to assure compliance with the requirements described in the OMB Compliance Supplement. For Fiscal Year 2018/2019, the City of Woodlake contracted Rogers, Anderson, Malody & Scott, LLP to perform its City independent single audit. The audit is conducted with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that the audit is performed to obtain reasonable assurance about whether the City financial statements are free of material misstatement. The audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. The audit will also consider the City's internal controls over financial reporting and test its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. Staff has reviewed the independent auditor's report for the year ended June 30, 2019 and concurs with the report. The single audit shows the City complies in all material respects and there were no findings for the audit ending June 30, 2019.

ON A MOTION BY MARTINEZ, SECOND BY VALERO IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE CITY OF WOODLAKE'S SINGLE AUDIT FOR THE YEAR ENDED JUNE 30, 2019. APPROVED UNANIMOUSLY.

VI. OTHER BUSINESS

A. Information: Items from Staff

Community Services Director Waters – Reported baseball/softball sign ups have started for the spring league. Deadline is March 13, 2020.

City Administrator Lara – Reported the Castle Rock Estates are moving along. The restrooms at Castle Rock fields will be completed by April 4th.

B. Information from Council

Councilmember Martinez – Asked staff for a report regarding building permit revenue.

VII. CLOSED SESSION

NOTICE TO THE PUBLIC

As provided in the Ralph M. Brown Act, Government Code sections 54950 et seq., the Governing Board may meet in closed session with members of its staff and its attorneys. These sessions are not open to the public and may not be attended by members of the public. The matters the Council will meet on in closed session are identified below or are those matters appropriately identified in open session as requiring immediate attention and arising after the posting of the agenda. Any public reports of action taken in the closed session will be made in accordance with Government Code sections 54957.1

“Documents: If distributed to the Council less than 72 hours before a regular meeting, any public records which are subject to public inspection and pertain to an open-session item on the regular meeting agenda shall be available at the following address at the time they are distributed to a majority of the Council: 350 North Valencia Boulevard, Woodlake, California 93286. Public records distributed to the Council at a public meeting will be available to the public at such meeting if they were prepared by the City. Exemptions and details in Government Code § 54957.5 (a) shall apply.”

VIII. ADJOURN

The next scheduled City Council meeting will be held on Monday, March 9, 2020 at 6:30 p.m. at City Council Chambers located at 145 N. Magnolia, Woodlake, CA 93286.

City Council:

Rudy Mendoza - Mayor

Frances Ortiz - Vice Mayor

Greg Gonzalez Jr. - Councilmember

Jose L. Martinez – Councilmember

William Valero – Councilmember

Meeting adjourned at 6:49 PM

Submitted by,

Irene Zacarias
City Clerk