

ZOOM: Councilmembers Mendoza, Ortiz, Martinez, Valero & Llamas

ZOOM: Lara, Waters, Zamora & Zacarias

ABSENT:

FLAG SALUTE

PUBLIC COMMENT

Charles Mann, 789 N. Palm, Woodlake – Mr. Mann asked if the City had any direction regarding Halloween. City Administrator Lara stated the City has been following the guidelines set by both County and State. When he receives direction regarding Halloween, it will be shared with the community

Paul Saldana, EDC – Mr. Saldana reported EDC is almost ready to launch the small business data assistance.

Lucky Oldfield, Woodlake – Mr. Oldfield reported they will be hosting Food for Flight and it is scheduled for October 24th from 8 am to 2 pm.

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 August 10, 2020
- B. Action: Approval of Warrants
- C. Action: Adoption of Resolution: Approval of the August 2020 Monthly Report of Investments

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

V. ACTION/DISCUSSION ITEMS

- A. Action: Adoption of Resolution: Regulatory Permit 20-001 and Conditional Use Permit 20-001 7 Points – **PUBLIC HEARING**

Community Services Director Waters reported the following: The applicant is proposing to operate cannabis business. The subject property is located at 19535 Avenue 344, Woodlake, CA 93286 (APN: 059-110-024)

The applicant is requesting conditional use permits and regulatory permits for the following cannabis business:

- 1. Cannabis Non-Storefront Retail

The applicant has existing conditional use permits and regulatory permits for the following cannabis business:

- 1. Cannabis Manufacturing
- 2. Cannabis Cultivation
- 3. Cannabis Distribution

Cannabis businesses within the City of Woodlake require a Regulatory Permit, Conditional Use Permit, Certificate of Occupancy, and a Business License before beginning operations.

As part of the Regulatory Permit and Conditional Use Permit, the City is requesting that the business comply with the following conditions:

- 1. Meet all City development and State Building Code requirements prior to beginning operations.

2. Meet all State requirements, laws, and regulations for cannabis businesses in the State of California.
3. Meet all City requirements, laws, and regulations found in the City's Municipal Code, including Section 5.48, which regulates cannabis businesses.
4. Pay all fees and taxes imposed by the City of Woodlake.
5. Failure to comply with any City or State regulations will be considered a violation of the Conditional Use Permit and Regulatory Permit and result in the revocation of the Regulatory Permit.

PUBLIC HEARING OPENED: 6:49 PM

PUBLIC HEARING CLOSED: 6:50 PM

ON A MOTION BY ORTIZ, SECOND BY LLAMAS IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE REGULATORY PERMIT 20-001 AND CONDITIONAL USE PERMIT 20-001 7-POINTS.

APPROVED UNANIMOUSLY.

- B. Action: Adoption of Resolution: Adopt the Woodlake Housing Element (2019-2023)

Community Services Director Waters reported the following: The Housing Element is one of the seven General Plan Elements mandated by the state of California, as required in Sections 65580 to 65589.8 of the Government Code. Updates are technical and administrative in nature, and do not result in fundamental alterations. State law requires that the Housing Element consist of and "identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing."

The State of California Requires that each General Plan contain certain elements, including a Housing Elements which identifies opportunities for housing within the City. The Housing Element must also include an analysis of existing and projected housing needs, goals, policies and objectives related to housing development.

The City has prepared their Housing Element for 2019-2023 and has received approval from HCD

ON A MOTION BY ORTIZ, SECOND BY MENDOZA IT WAS VOTED TO ADOPT THE RESOLUTION AND ADOPT THE WOODLAKE HOUSING ELEMENT (2019-2023). APPROVED UNANIMOUSLY.

- C. Action: Adoption of Resolution: Authorization to Submit a Request for Qualifications for Aviation Engineering Services for the City of Woodlake Municipal Airport

Community Services Director Waters reported the following: The Federal Aviation Administration has grant funding available for airport planning and maintenance projects. The City of Woodlake must apply for these funds each year in order to receive the funding. Prior to applying for these funds, the City must have a qualified airport engineer under contract. The City of Woodlake would like to request permission from Council to submit a Request for Qualification for aviation engineering services for the Woodlake Airport. FAA has indicated that in order to be eligible for future grant funds the City must have an airport engineer under a five (5) year contract. The services provided by the engineer will be reimbursed through FAA funding and a local match of 5%-10%.

ON A MOTION BY MARTINEZ, SECOND BY ORTIZ IT WAS VOTED TO ADOPT THE RESOLUTION AND AUTHORIZE TO SUBMIT A REQUEST FOR QUALIFICATIONS FOR AVIATION ENGINEERING SERVICES FOR THE CITY OF WOODLAKE MUNICIPAL AIRPORT. APPROVED UNANIMOUSLY.

- D. Action: Adoption of Resolution: Enter Into a Program Supplement with the State of California Department of Transportation for the City of Woodlake North Valencia Blvd. Extension Improvement Project

City Administrator Lara reported the following: The City of Woodlake North Valencia Blvd. Extension Street Improvements Project will construct curb, gutters, ramps, sidewalks, streetlights and storm drain improvements on North Valencia Blvd. from Sierra Avenue north to Sequoia Avenue. The corridor currently has none of the above-mentioned amenities which makes pedestrian and bicycle traffic unsafe. The City has completed the necessary plans and permits to put out to bid the construction and construction management of the North Valencia Blvd. Extension Improvements Project as approved by Council on August 10, 2020. The City will cover the expenditures associated with the construction and construction management for the project with ATP, SHOPP, SB1, Measure R and local street funds.

ON A MOTION BY ORTIZ, SECOND BY MARTINEZ IT WAS VOTED TO ADOPT THE RESOLUTION AND ENTER INTO A PROGRAM SUPPLEMENT WITH THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE CTY OF WOODLAKE NORTH VALENCIA BLVD. EXTENSION IMPROVEMENTS PROJECT. APPROVED UNANIMOUSLY.

E. Action: Adoption of Resolution: Approve the Expenditures Associated with the Coronavirus Aid, Relief, and Economic Security Act (“CARES ACT”)

City Administrator Lara reported the following: The City of Woodlake is projected to receive \$95,974 in CARES funding that must be spent during the period of March 1, 2020 through December 30, 2020. The funding must be used for expenditures for actions taken to respond to the current public health emergency.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute.

The City’s goal has been to continue providing the public with services while prioritizing the health of the public and staff. This has led to unbudgeted expenditures that are covered by CARES. The City has prioritized the following three services:

1. The improvement of telework capabilities of public employees and officials
 - Technological improvements such as setting up virtual private networks
 - Software purchases that enable employees to telework
 - Hardware purchases such as laptops and tablets
 - Costs for developing online or automated processes for work that previously required in-person visits for employees and customers/citizens
2. Payroll for Public Safety Employee
 - Payroll expenses for public safety, public health, human services, and similar employees (including salaries, benefits, and overtime pay) whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Payroll costs for public health and public safety employees may be presumed to be payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.
 - Can include sworn officers, firefighters, and ambulance staff/EMTs but generally should not include administrative employees that do not directly interact with the public (in-person) such as file clerks, administrative employees, etc.
 - Costs of redeploying police to support management and enforcement of stay-at-home orders
3. Public Health Expense
 - Costs for communication and enforcement of public health orders related to COVID-19
 - Costs for acquisition and distribution of medical and protective supplies,

including sanitizing products, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency

- Costs for disinfection of public areas and other facilities, in response to the COVID-19 public health emergency
- Costs for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety
- Costs for public safety measures undertaken in response to COVID-19
- Costs of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions
- Costs of sanitation and improvement of social distancing measures at state prisons and county jails
- Costs for care provided to the homeless population to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions
- Costs to address an increase in solid waste, such as that relating to the disposal of used PPE
- Improvements to facilities to help comply with public health guidance (such as floor markings, automatic doors, plexiglass at public counters)

Through August 31, 2020 the City of Woodlake has nearly spent \$22,000.00.

The City spent as follows per the previous mentioned categories:

1. For the improvement of telework capabilities of public employees, officials and to promote automated processes to reduce in person visits for employees and customers/citizens the City spent \$9,744.31. Laptops and iPad were purchased to minimize in person meetings and to promote telework capabilities. A remote meeting system was also installed in Council Chamber at the Woodlake Community Center. In the future a remote meeting system will be installed at City Hall that the City's website will be updated to allow for online payments.
2. Public Safety employees have been used for the continued support management and enforcement of stay-at-home orders. This has increased the City's overtime specifically as the Governor's orders have changed to adapt with the current health crisis. The City has spent \$6,860.85 to provide these services and will continue to provide them through the end of the calendar year.
3. The City has continued to incur Public Health Expenses related to the purchase of masks, gloves, hand sanitizer, wipes and other sanitary supplies for staff, the public and to sanitize public areas. The City has incurred \$5,326.52 for these supplies and services.

ON A MOTION BY VALERO, SECOND BY MARTINEZ IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE EXPENDITURES ASSOCIATED WITH THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT ("CARES ACT"). APPROVED UNANIMOUSLY.

VI. OTHER BUSINESS

A. Information: Items from Staff

Community Services Director Waters – Reported the City is applying for a Parks grant. A public meeting was held prior to the council meeting and there were approximately 18 in attendance. The meeting was held via Zoom.

City Administrator Lara – Reported there will be construction on Antelope for the next couple of weeks. The new park equipment at Willow Ct. park is almost complete. The housing developments are going well. Castle Rock lots are sold out. Valencia Heights has a few more lots. Hillside Estates will have a final map to council soon.

B. Information from Council

Councilmember Ortiz – Asked if the address project would continue. City Administrator Lara stated there are no extra fire personnel to assist with this project at this time but as soon as fires were no longer an issue, project would continue.

Councilmember Martinez – Reported the next Council of Cities meeting is scheduled for November 18, 2020.

Mayor Mendoza – Reported he will have information to share regarding the Economic Development meeting he will be attending.

C. Information from Public

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, August 24, 2020 at 6:30 p.m. via Zoom.

City Council:

Rudy Mendoza - Mayor

Frances Ortiz - Vice Mayor

Jose L. Martinez – Councilmember

Emmanuel Llamas - Councilmember

William Valero – Councilmember

Meeting adjourned at 7:25 PM

Submitted by,

Irene Zacarias

City Clerk