



AGENDA

REGULAR MEETING OF THE DIXON CITY COUNCIL

September 19, 2023

**CITY OF DIXON
600 EAST A STREET
COUNCIL CHAMBERS
7:00 P.M.**

NOTICE TO PUBLIC

GENERAL NOTES

- The City of Dixon is committed to provide full access to these proceedings. Individuals with special needs may call 678-7000 (voice) or 678-1489 (TTY). The Council Chambers is accessible to individuals in wheelchairs and special hearing assistance devices are provided upon request.
- The City does not produce a verbatim transcription of its proceedings. Anyone who desires a verbatim record of this meeting should call the City Clerk/Recording Secretary in advance of the meeting to discuss acceptable methods of and arrangements for transcription. Such arrangements will be at the sole expense of the individual requesting the record. All meetings are video recorded. DVD copies are available at the Dixon Public Library and at City Hall following the meeting, and meetings are viewable on-line on the City's website at www.cityofdixon.us.
- City Council and Commission agenda packets, including all public documents relating to the open meeting and provided to the City Council/Commission, are available for review or copying at City Hall, 600 East A Street, Dixon. A copy is also located at the entrance to the Council Chambers during the meeting, at the Dixon Public Library, 230 North First Street, Dixon, and the Agenda packet is posted on-line on the City's website at www.cityofdixon.us.
- Regular City Council and Commission meetings are broadcast live on Cable Television Channel 20 - Government Channel. The meetings can also be viewed live through the City's website at www.cityofdixon.us by selecting "View City Meetings and Agendas".

SPEAKER/COMMENT CARDS

At each meeting, the public has the opportunity to address the City Council/Commission on items appearing on the agenda and items not appearing on the agenda, but within the purview of the City Council/Commission.

Persons wishing to address the City Council/Commission (whether on an item listed on the agenda or on a matter not listed on the agenda) are requested to fill out a green “Speaker Card”, but are not required to do so.

Persons wishing to comment on an item but not wishing to speak before the City Council/Commission may complete a yellow “Comment Card”. Both cards are on the table inside the Council Chambers entrance doors. The Mayor/Chair will read Comment Cards for the record.

PLEASE SUBMIT COMPLETED CARDS TO THE CITY CLERK BEFORE THE ITEM IS CALLED, PREFERABLY BEFORE THE MEETING BEGINS.

AUDIENCE/PUBLIC COMMENT PERIOD (Items not on the Agenda)

The City Council/Commission sets time aside for Audience/Public Comment items not on the agenda but pertaining to the City of Dixon or any other body comprised of or including City Councilmembers or Commissioners. City Council Guidelines limit speaker comments to three (3) minutes. The Mayor/Chair may poll the City Council/Commission or extend the time as necessary.

Please note that State law prohibits the City Council/Commission from either discussion or taking action at this meeting on any matter(s) not listed on the agenda even when raised during the Audience/Public Comment period.

Persons wishing to address the City Council/Commission are requested to fill out and present a green “Speaker Card” to the City Clerk/Recording Secretary, but are not required to do so.

PUBLIC HEARINGS

Persons who wish to speak on Public Hearing items listed on the agenda will be heard when the public hearing is opened, except for public hearing items previously heard and closed to public comment. City Council Guidelines limit each speaker to three (3) minutes. The Mayor/Chair may poll the City Council/Commission or may extend the time as necessary.

After the public has commented, the item is closed to further public comment and brought to the Council/Agency/Commission level for discussion and action. Further comment from the audience will not be received unless requested by the Council/Agency/Commission. No public hearing will commence after 10:00 p.m. unless approved by the majority of the City Council/Commission.

City Council and City Treasurer Telephone Number:	(707) 678-7000
Mayor Steven Bird	Voice Mailbox 1201
Vice Mayor Don Hendershot	Voice Mailbox 1206
Councilmember Thom Bogue	Voice Mailbox 1203
Councilmember Jim Ernest	Voice Mailbox 1205
Councilmember Kevin Johnson	Voice Mailbox 1207
City Treasurer James P. Ward Jr.	Voice Mailbox 1208
Elected City Clerk Kristin M. Janisch	Voice Mail box 1202
Website: www.cityofdixon.us	E-mail: cityhall@cityofdixon.us



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COUNCIL CHAMBERS
7:00 P.M.

THIS MEETING WILL BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY ALSO PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCING AT <https://us02web.zoom.us/j/9886211137?pwd=R2dxZ3RkbU9SQXdIUUVlIRkc0QlQwZz09> AND VIA TELECONFERENCE BY CALLING (669) 900-9128, MEETING ID: 988 621 1137, PASSCODE: 604754 AND WILL BE GIVEN THE OPPORTUNITY TO PROVIDE PUBLIC COMMENT. TO SPEAK DURING PUBLIC COMMENT VIA VIDEO CONFERENCING CLICK ON "RAISE HAND", VIA TELECONFERENCE PRESS *9.

0. CLOSED SESSION AT 6:30 P.M.

0.0 ROLL CALL

0.1 PUBLIC COMMENT (CLOSED SESSION AGENDA ITEMS ONLY)

0.2 CONFERENCE WITH LABOR NEGOTIATORS

(Gov. Code, § 54957.6)

Agency designated representatives: Jim Lindley, City Manager

Unrepresented employee: Human Resources Director

0.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Gov. Code, § 54956.9(d)(2):

One (1) potential matter

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. CONFLICT OF INTEREST

5. APPROVAL OF AGENDA

6. PRESENTATIONS/PROCLAMATIONS/RECOGNITION

6.1 Proclamation declaring October 8-14, 2023 as Fire Protection Week.

Item Initiated By: Todd McNeal, Fire Chief

Authorized By: Jim Lindley, City Manager

Presented By: Mayor Bird

7. PUBLIC COMMENT (NON-AGENDA ITEMS)

8. ITEMS FROM THE CITY COUNCIL

9. CONSENT CALENDAR *(All matters listed under the Consent Calendar are considered by the Council/Agency to be routine and will be acted upon in a single motion. There will not be separate discussions of these items unless a request is made prior to the time the Council/Agency considers the motion to adopt.)*

- 9.1 Approve the Minutes from the September 5, 2023 Regular Meeting of the Dixon City Council.
Item Initiated By: Jim Lindley, City Manager
Authorized By: Jim Lindley, City Manager
Prepared By: Lupe Ruiz, Administrative City Clerk
- 9.2 Adopt a Resolution approving the Enumeration of Claims.
Item Initiated By: Kate Zawadzki, Finance Director
Authorized By: Jim Lindley, City Manager
Prepared By: Kate Zawadzki, Finance Director
- 9.3 Adopt a resolution authorizing City Staff to award a three (3) year contract to DKS Associates (“DKS”) for “On-Call” Traffic Engineering & Transportation Support Services with a not to exceed amount of \$50,000.
Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer
Authorized By: Jim Lindley, City Manager
Prepared By: Brandon Rodriguez, P.E., Senior Civil Engineer
- 9.4 Adopt a Resolution accepting public improvements, accepting an offer of dedication, granting a 1-year Warranty for public improvements, and authorizing the City Clerk to file a Notice of Completion and Certificate of Acceptance for the public improvements with the Solano County Recorder for the Batavia Road portion of the Homestead Phase 2b Backbone Project.
Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer
Authorized By: Jim Lindley, City Manager
Prepared By: Leland Markusen, Junior Engineer
- 9.5 Adopt a resolution authorizing City Staff to execute a budget transfer of \$16,584 from Fund No. 331 to Fund No. 335 account 335-35022-560400-00000 and project account 100288-35022-560400 (Valley Glen Instrumentation Upgrades - Construction) for unanticipated costs due to recent Valley Glen well pump failure.
Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer
Authorized By: Jim Lindley, City Manager
Prepared By: Brandon Rodriguez, P.E., Senior Civil Engineer
- 9.6 Waive second reading, read by title only, and adopt an Ordinance of the City Council of the City of Dixon, amending Sections 5.01.030, 5.02.020, 5.02.030, 5.03.010, 5.03.020, 5.04.010, 5.04.020, 5.06.020, and 5.06.050 of Title 5, Contracts, of the Dixon Municipal Code to address Procurement Authority Limits and to Update the City's California Uniform Public Construction Cost Accounting Act Limits.
Item Initiated By: Douglas L. White, City Attorney
Authorized By: Jim Lindley, City Manager
Prepared By: Douglas L. White, City Attorney

- 9.7 Adopt a resolution authorizing the City Manager to execute Amendment No. 1 to the City’s Professional Services Agreement with Avero Advisors (“Avero”) in the amount of \$113,660 for Enterprise Resource Planning (ERP) Implementation Project Management Services; and (2) Allocate a contingency of \$14,258 for any additional expenses that may be incurred over the next 12 months remaining in implementation; and (3) Approve a budget amendment increasing the project allocation \$117,525.

Item Initiated By: Kate Zawadzki, Finance Director

Authorized By: Jim Lindley, City Manager

Prepared By: Kate Zawadzki, Finance Director

10. PUBLIC HEARINGS

10.1 331/333 South 1st Street (Robinson Rezoning and Condominium Map)

Request for a Planned Development Rezoning (RZ22-01) and Condominium Map (PM22-02) to rezone the property from Multi-family Residential (RM2) to Multi-family Residential – Planned Development (RM2-PD) and convert the existing three units on the existing single property into three condominium air space parcels that can be sold individually. Aside from two new carports, no new construction, additions of increase in the number units is proposed as part of this project; APN: 0116-051-100; Zoning District: Multi-Family Residential (RM-2); Rebecca Robinson, owner and applicant; File No: PA22-32/RZ22-01/PM22-02.

Recommended Action:

1. Waive first reading, read by title only, and introduce an Ordinance of the Dixon City Council Rezoning the property from Multi Family Residential (RM-2) to Multi Family Residential - Planned Development (RM-2-PD); and
2. Adopt Resolution conditionally approving the Tentative Parcel Map to convert the three existing residential units into air space condominium units.

Item Initiated By: Raffi Boloyan, Community Development Director

Authorized By: Jim Lindley, City Manager

Prepared By: Scott Greeley, Associate Planner

Presented By: Scott Greeley, Associate Planner

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- 12.1 Receive annual report on the City of Dixon’s Read-Ride Golden Pass Program.

Item Initiated By: Louren Kotow, Public Works Director

Authorized By: Jim Lindley, City Manager

Prepared By: Louren Kotow, Public Works Director

Presented By: Louren Kotow, Public Works Director

- 12.2 Adopt a Resolution approving Employment Agreement for Human Resources Director Rachel Ancheta.

Item Initiated By: Jim Lindley, City Manager

Authorized By: Jim Lindley, City Manager

Prepared By: Kim Stalie, HR/Risk Analyst II

Presented By: Jim Lindley, City Manager

- 12.3 Adopt a resolution amending the salary range for the City Engineer/Director of Utilities job classification in the City of Dixon Salary Schedule.
 Item Initiated By: Jim Lindley, City Manager
 Authorized By: Jim Lindley, City Manager
 Prepared By: Rachel Ancheta, Human Resources Director
 Presented By: Jim Lindley, City Manager
- 12.4 Presentation on new development activity within the City of Dixon (Informational Item).
 Item Initiated By: Raffi Boloyan, Community Development Director
 Authorized By: Jim Lindley, City Manager
 Prepared By: Raffi Boloyan, Community Development Director
 Presented By: Raffi Boloyan, Community Development Director
- 12.5 Consider and adopt a resolution establishing an application fee for sidewalk vending permits.
 Item Initiated By: Douglas L. White, City Attorney
 Authorized By: Jim Lindley, City Manager
 Prepared By: Douglas L. White, City Attorney
 Presented By: Douglas L. White, City Attorney
- 12.6 Direct staff to prepare a request for proposals (“RFP”) for a water rate study consultant and to provide the RFP to the Water Rate Advisory Ad Hoc Committee for consultation on scope of rate study prior to presenting the RFP to Council for approval.
 Item Initiated By: Douglas L. White, City Attorney
 Authorized By: Jim Lindley, City Manager
 Prepared By: Douglas L. White, City Attorney
 Presented By: Douglas L. White, City Attorney

13. PUBLIC COMMENT (NON-AGENDA ITEMS)

14. ITEMS FROM THE CITY COUNCIL

15. ITEMS FROM THE CITY ATTORNEY

16. ITEMS FROM THE CITY MANAGER

17. INFORMATIONAL ITEMS - Upcoming Meetings (30-day Calendar)

09/26/2023	7:00 p.m.	Parks & Recreation Commission
09/28/2023	7:00 p.m.	Water Rate Advisory Ad Hoc Committee
10/03/2023	7:00 p.m.	City Council
10/10/2023	7:00 p.m.	Planning Commission
10/11/2023	5:30 p.m.	Vacaville Dixon Greenbelt Authority
10/17/2023	7:00 p.m.	City Council
10/18/2023	7:00 p.m.	Transportation Advisory Commission

18. ADJOURNMENT

Adjourn to the Regular Meeting of the Dixon City Council on October 3, 2023.

ADDITIONAL CITY INFORMATION

Members of the public can:

Like us on Facebook (www.facebook.com/CityofDixonCA)

Follow us on Twitter (www.twitter.com/cityofdixonca)

Sign up to receive City Communications via email (www.ci.dixon.ca.us/list.asp?mode=de)

I, Kristin M. Janisch, Elected City Clerk do hereby certify that I have created a true copy of the above notice and agenda to be delivered to each of the members of the Dixon City Council, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 600 East A St, Dixon, CA at 5:00 pm., Friday, September 15, 2023.

Dated: Friday, September 15, 2023

Elected City Clerk