



# **AGENDA**

## **REGULAR MEETING OF THE DIXON CITY COUNCIL**

**November 7, 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](http://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](http://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](http://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.

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



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DIXON CITY COUNCIL

November 7, 2023

CITY OF DIXON  
600 EAST A STREET  
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=R2dxZ3RkbU9SQXdIUUVIRkc0QlQwZz09> 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 6:00 P.M.**

0.0 ROLL CALL

0.1 PUBLIC COMMENT (CLOSED SESSION AGENDA ITEMS ONLY)

0.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Gov. Code, § 54956.9)

Name of Case: Porter, et al. v. Solano County, et al.

Claim 4A22020TNZC-0001, Case 2:21-CV-01473

0.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Gov. Code, § 54956.9(d)(2))

One 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 Presentation of Retiree John Malone for his years of service to the City of Dixon.

Item Initiated By: Rachel Ancheta, Human Resources Director

Authorized By: Jim Lindley, City Manager

Presented By: Mayor Steve Bird

- 6.2 Presentation of Chief's Commendation to Officer Ryan Browning.  
Item Initiated By: Robert Thompson, Chief of Police  
Authorized By: Jim Lindley, City Manager  
Presented By: Robert Thompson, Chief of Police
- 6.3 Presentation of Chief's Commendation to Officer Chris Pinion (2023 Officer of the Year).  
Item Initiated By: Robert Thompson, Chief of Police  
Authorized By: Jim Lindley, City Manager  
Presented By: Robert Thompson, Chief of Police
- 6.4 Presentation from the Dixon Public Library regarding upcoming activities for the community.  
Item Initiated By: Councilmember Kevin Johnson  
Authorized By: Jim Lindley, City Manager  
Presented By: Dixon Public Library Staff

**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 October 17, 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 Authorize the City Manager to execute Amendment No. 1 with Cartwright Nor Cal Civil Engineering & Project Management ("CNC") for staff augmentation services as Consulting City Engineer for an additional twelve (12) weeks and approve a budget amendment for an amount not to exceed \$61,200.  
Item Initiated By: Jim Lindley, City Manager  
Authorized By: Jim Lindley, City Manager  
Prepared By: Jim Lindley, City Manager
- 9.4 Adopt a resolution appointing Brian Sousa, of Sousa Land Surveys, as City Surveyor for the City of Dixon.  
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

- 9.5 Adopt a resolution authorizing City staff to execute Amendment No. 10 to Professional Service Agreement (PSA) 21-015 with Cal Engineering & Geology (CE&G) to extend PSA21-015 through June 30, 2024.  
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 Adopt a resolution authorizing City Staff to extend Task Order No. 406 for Harris & Associates (“Harris”) for Engineering Department Staff Augmentation Services through June 30, 2024.  
Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer  
Authorized By: Jim Lindley, City Manager  
Prepared By: Jordan Santos, Junior Engineer
- 9.7 Adopt a Resolution authorizing:
1. City Staff to execute Task Order No. 558 for Harris & Associates (“Harris”) to provide a review of the off-site properties in the Southwest Dixon Specific Plan Development (“Homestead”) and the resulting fair share reimbursement owed to JEN California 6, LLC (“Developer”) for an amount not to exceed \$14,993; and
  2. A corresponding budget amendment with no net fiscal impact.
- Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer  
Authorized By: Jim Lindley, City Manager  
Prepared By: Leland Markusen, Junior Engineer
- 9.8 Adopt a Resolution authorizing City Staff to execute Task Order No. 617.3 for Harris & Associates (“Harris”) to provide project management, construction management, and construction inspection to support the additional work for the Parkway Boulevard Western Embankment and Utilities Project No. 2003-12 (“Project”) for an amount not to exceed \$8,085.  
Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer  
Authorized By: Jim Lindley, City Manager  
Prepared By: Jordan Santos, Junior Engineer
- 9.9 Adopt a Resolution accepting public improvements, granting a 1-year warranty, and authorizing the City Clerk to file a Notice of Completion with the Solano County Recorder for the Homestead Storm Drain Pump Station.  
Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer  
Authorized By: Jim Lindley, City Manager  
Prepared By: Leland Markusen, Junior Engineer
- 9.10 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 Homestead Phase 3 Village 11 (“P3V11”).  
Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer  
Authorized By: Jim Lindley, City Manager  
Prepared By: Leland Markusen, Junior Engineer

- 9.11 Adopt resolutions for matters relating to the Clean Water State Revolving Fund (CWSRF) Loan application for the Wastewater Treatment Facility (WWTF) Expansion Project:
1. Directing staff to pursue Clean Water State Revolving Fund Loan financing for the WWTF Expansion Project and authorizing the City Manager to act on the City's behalf on matters related to such financing application; and
  2. Entering into a reimbursement agreement with the State Water Resources Control Board for the repayment of funds associated with the WWTF Expansion Project; and
  3. Designating the City Manager as the Authorized Representative for the Clean Water State Revolving Fund documents.
- 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
- 9.12 Adopt a resolution authorizing the City Manager to execute Amendment No. 02 to On-Call Professional Services Agreement ("PSA") 21-052 with Telstar Instruments for Pond A and Lateral 1 SCADA Integration materials for an amount not to exceed \$1,198.
- Item Initiated By: Andrew MacDonald, P.E., Interim City Engineer  
Authorized By: Jim Lindley, City Manager  
Prepared By: Leland Markusen, Junior Engineer
- 9.13 Adopt a resolution authorizing the City Manager to negotiate and execute Professional Services Agreement No 20-067 Amendment No. 2, extending the On-Call Contract for the maintenance of traffic signals and streetlights citywide with Bear Electrical Solutions, Inc. ("Bear Electric") through December 30, 2026, with a rate increase of 4.9%.
- Item Initiated By: Louren Kotow, Public Works Director  
Authorized By: Jim Lindley, City Manager  
Prepared By: Louren Kotow, Public Works Director
- 9.14 Adopt a Resolution authorizing the City Manager to negotiate and execute a Professional Service Agreement ("PSA") with EcoFert, Inc. ("EcoFert") for three years, with a first year budget not to exceed \$51,030 and subsequently \$44,000 and \$46,000 for years two and three, respectively.
- Item Initiated By: Louren Kotow, Public Works Director  
Authorized By: Jim Lindley, City Manager  
Prepared By: Louren Kotow, Public Works Director
- 9.15 Adopt a resolution amending the fiscal year 2023-2024 General Fund Budget for an amount not to exceed \$10,000, to purchase a new range (stove) for the Fire Department.
- Item Initiated By: Todd McNeal, Fire Chief  
Authorized By: Jim Lindley, City Manager  
Prepared By: Andi Horigan, Fire Administrative Manager

9.16 Adopt a resolution authorizing a title change of the Assistant Fire Chief/Fire Marshall to Deputy Fire Chief and revise job classification.  
Item Initiated By: Todd McNeal, Fire Chief  
Authorized By: Jim Lindley, City Manager  
Prepared By: Todd McNeal, Fire Chief  
Rachel Ancheta, Human Resources Director

9.17 Waive Second Reading, read by title only, and adopt an Ordinance of the City of Dixon amending the development standards of the Planned Development use and development standards to allow for two family units and duplexes; modify fence, landscaping standards; and minimum lot and development standards; on a vacant property totaling 10.99 acres at the southwest corner of North Lincoln St. and N. First St. (Independence in Dixon Project - formerly Lincoln Square) Assessor's Parcel Number 0108-110-460.  
Item Initiated By: Raffi Boloyan, Community Development Director  
Authorized By: Jim Lindley, City Manager  
Prepared By: Raffi Boloyan, Community Development Director  
Scott Greeley, Associate Planner

**10. PUBLIC HEARINGS**

10.1 Master Fee Schedule Update – Consideration of updates to the Citywide Master Fee Schedule, specifically for Building, Fire and Technology fees, based on an updated cost of service (user fee) study prepared by Matrix Consulting Group.  
Recommendation:  
Adopt Resolution Approving Updates to the Master Fee Schedule for Building and Fire Departments and Technology Fee and Corresponding Annual Updates Based on the Consumer Price Index (CPI).  
Item Initiated By: Raffi Boloyan, Community Development Director  
Item Authorized By: Jim Lindley, City Manager  
Prepared By: Larry Paisley, Chief Building Official  
John Malone, Assistant Fire Chief/Fire Marshall  
Presented By: Larry Paisley, Chief Building Official

**11. UNFINISHED BUSINESS**

None.

**12. NEW BUSINESS**

12.1 Review of the 2022 Annual Military Equipment Report and renewal of the Military Equipment Policy (710) and City Ordinance (22-005) regarding the Police Department Acquisition and use of military equipment as required by Assembly Bill 481.  
Item Initiated By: Robert Thompson, Chief of Police  
Authorized By: Jim Lindley, City Manager  
Prepared By: Lex Egbert, Sergeant  
Presented By: Lex Egbert, Sergeant

- 12.2 Receive an update of the first quarter Fiscal Year (FY) 2023-24 budget projections and financial results and approve the recommended budget adjustments.

Item Initiated By: Kate Zawadzki, Finance Director

Authorized By: Jim Lindley, City Manager

Prepared By: Kate Zawadzki, Finance Director

Presented By: Kate Zawadzki, Finance Director

- 12.3 Matters pertaining to Pardi Shade Structure:

1. Provide staff direction on proposed Pardi Shade Structure Project design options by minute action, and

2. Adopt a resolution approving a Pardi Plaza Shade Structure Project budget amendment for an amount not to exceed \$300,000.

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

- 12.4 Adopt a Resolution Approving a Special Event Permit Application.

Item Initiated By: Jim Lindley, City Manager

Authorized By: Jim Lindley, City Manager

Prepared By: Madeline Graf, Public Information Officer

Presented By: Madeline Graf, Public Information Officer

**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)**

CANCELED	11/08/2023	5:30 p.m.	Vacaville Dixon Greenbelt Authority
	11/14/2023	7:00 p.m.	Planning Commission
CANCELED	11/21/2023	7:00 p.m.	City Council
CANCELED	11/28/2023	7:00 p.m.	Parks & Recreation Commission
CANCELED	11/30/2023	7:00 p.m.	Water Rate Advisory Ad Hoc Committee
	12/05/2023	7:00 p.m.	City Council

**18. ADJOURNMENT**

Adjourn to the Regular Meeting of the Dixon City Council on December 5, 2023.

ADDITIONAL CITY INFORMATION

Members of the public can:

Like us on Facebook ([www.facebook.com/CityofDixonCA](http://www.facebook.com/CityofDixonCA) )

Follow us on Twitter ([www.twitter.com/cityofdixonca](http://www.twitter.com/cityofdixonca))

Sign up to receive City Communications via email ([www.ci.dixon.ca.us/list.asp?mode=de](http://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., Thursday, November 2, 2023.

Dated: Thursday, November 2, 2023

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Elected City Clerk