



# **AGENDA**

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

**May 7, 2024**

**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 providing full access to these proceedings. Individuals with special needs may call 678-7000 (voice) or 678-1489 (TTY). The Council Chamber 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.

**City Council and City Treasurer Telephone Number:**

**Mayor Steven Bird**

**Vice Mayor Kevin Johnson**

**Councilmember Thom Bogue**

**Councilmember Jim Ernest**

**Councilmember Don Hendershot**

**City Treasurer James P. Ward Jr.**

**Elected City Clerk Kristin M. Janisch**

**Website: [www.cityofdixon.us](http://www.cityofdixon.us)**

**(707) 678-7000**

**Voice Mailbox 1201**

**Voice Mailbox 1207**

**Voice Mailbox 1203**

**Voice Mailbox 1205**

**Voice Mailbox 1206**

**Voice Mailbox 1208**

**Voice Mailbox 1202**

**E-mail: [cityhall@cityofdixon.us](mailto:cityhall@cityofdixon.us)**



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## REGULAR MEETING OF THE DIXON CITY COUNCIL

May 7, 2024

CITY OF DIXON  
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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=R2dxZ3RkbU9SQXdIUUVIRkc0QlQwZz09&omn=88510360411> 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.**

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 Award to Robert "Bobby" Beard.  
Item Initiated By: Rachel Ancheta, Human Resources Director  
Authorized By: Jim Lindley, City Manager  
Presented By: Mayor Bird
  - 6.2 Proclamation designating May 19-25, 2024 as National Public Works Week.  
Item Initiated By: Louren Kotow, Public Works Director  
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 April 16, 2024 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:
1. City Staff to execute Task Order 559 for Harris & Associates (“Harris”) to provide construction management and inspection services for the Homestead Removal Action Workplan (“RAW”) for a time and expense budget not to exceed \$37,340; and
  2. A corresponding budget amendment with no net fiscal impact.
- Item Initiated By: Christopher Fong, P.E., City Engineer/Director of Utilities  
Authorized By: Jim Lindley, City Manager  
Prepared By: Leland Markusen, Junior Engineer
- 9.4 Adopt a resolution authorizing City Staff to execute:
- 1) A professional services agreement (PSA) with Roadrunner Drilling & Pump Co. INC for an amount of \$20,750 for the continued rehabilitation of the Valley Glen well project; and
  - 2) Amendment No. 2 to the professional services agreement (PSA) 20-030 with Commercial Pump and Mechanical Inc. (CPM) for a contract extension to December 31, 2024, and an amount of \$82,936 for the replacement of the submersible well pump/motor and associated repairs; and
  - 3) Allocate a 15% contingency of \$15,553 for any additional expenses that may be incurred during a large-scale rehabilitation project, and/or to offset the price volatility of materials in our current market; and
  - 4) A budget transfer of \$119,239 from reserves to Fund No. 335 account 335-35022-560400-00000, project account 100288-35022-560400 (Valley Glen Instrumentation Upgrades - Construction) for \$103,686 and to account 335-35022-560450-00000, project account 100288-35022-560450 (Valley Glen Instrumentation Upgrades – Contingency) for \$15,553 for the continued rehabilitation of the Valley Glen well.
- Item Initiated By: Christopher Fong, P.E., City Engineer/Director of Utilities  
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. 03 extending the term of the City’s Professional Services Agreement (“PSA”) No. 23-029 with Luhdorff & Scalmanini Consulting Engineers (“LSCE”) for continued work on the Southwest Dixon Specific Plan (“SWDSP”) potable water well project.  
Item Initiated By: Christopher Fong, P.E., City Engineer/Director of Utilities  
Authorized By: Jim Lindley, City Manager  
Prepared By: Leland Markusen, Junior Engineer

- 9.6 Adopt a resolution authorizing:
1. The amendment of resolution 23-069 from April 4, 2023, to correct budget allocation for Professional Services Agreement (PSA) 23-016.
  2. A corresponding budget amendment.
- Item Initiated By: Christopher Fong, P.E., City Engineer/Director of Utilities  
Authorized By: Jim Lindley, City Manager  
Prepared By: Brandon Rodriguez, P.E., Senior Civil Engineer
- 9.7 Adopt a resolution authorizing City staff to execute Amendment 1 a no-cost contract extension for PSA 22-014 with Lionakis for continued work on the Fire Station 82 project.
- Item Initiated By: Christopher Fong, P.E., City Engineer/Director of Utilities  
Authorized By: Jim Lindley, City Manager  
Prepared By: Brandon Rodriguez, P.E., Senior Civil Engineer
- 9.8 Adopt a resolution authorizing:
1. City staff to execute Amendment No. 19 to the City's Consultant Services Agreement with T.Y. Lin International ("TY Lin") for assistance in updating the application and Benefit-Cost Analysis ("BCA") for the 2024 Consolidated Rail Infrastructure and Safety Improvements ("CRISI") grant opportunity for the Parkway Boulevard Overcrossing Project No. 461-601 ("the Project") for an amount not to exceed \$54,784.93; and
  2. A corresponding budget amendment.
- Item Initiated By: Christopher Fong, P.E., City Engineer/Director of Utilities  
Authorized By: Jim Lindley, City Manager  
Prepared By: Jordan Santos, Junior Engineer
- 9.9 Adopt a resolution authorizing:
1. The City Manager to execute a professional services agreement (PSA) with Cartwright Nor Cal Civil Engineering & Project Management (CNC) for staff augmentation engineering services for seventeen weeks through September 4, 2024, for an amount not to exceed \$19,975; and
  2. A corresponding budget amendment with no net fiscal impact
- Item Initiated By: Christopher Fong, P.E., City Engineer/Director of Utilities  
Authorized By: Jim Lindley, City Manager  
Prepared By: Brandon Rodriguez, P.E., Senior Civil Engineer
- 9.10 Waive second reading, read by title only, and adopt an ordinance of the Dixon City Council levying the special tax.
- Item Initiated By: Kate Zawadzki, Finance Director  
Authorized By: Jim Lindley, City Manager  
Prepared By: Kate Zawadzki, Finance Director
- 9.11 Adopt a resolution authorizing the City Manager to execute retroactive Task Order No. 18 with Civil Pacific Construction, Inc. ("Civil Pacific") for domestic water street service connection at the Municipal Service Center ("MSC") for an amount of \$34,644.76.
- Item Initiated By: Louren Kotow, Public Works Director  
Authorized By: Jim Lindley, City Manager  
Prepared By: Louren Kotow, Public Works Director

- 9.12 Adopt a resolution authorizing:
1. The purchase of a new postage meter per the United States Postal Service (USPS) mandate.
  2. A corresponding budget amendment.
- Item Initiated By: Jim Lindley, City Manager  
Authorized By: Jim Lindley, City Manager  
Prepared By: Lupe Ruiz, Administrative City Clerk

**10. PUBLIC HEARINGS**

None.

**11. UNFINISHED BUSINESS**

- 11.1 Waive Second Reading, read by title only, and adopt an Ordinance of the City of Dixon:
1. Repealing and re-enacting Title 18 (Zoning) of the Dixon Municipal Code,
  2. Repealing and re-enacting City of Dixon Zoning Map, and
  3. Amending various sections of the Dixon Municipal Code (Sections 6.12.040.b.2, 6.12.040.e, 7.03.010, 7.04.050, 9.05.010, 11.14.070, 11.15.040, 12.06.050, 13.05.030, 14.02.275, and 17.01.040) (Comprehensive Zoning Ordinance and Map Update).
- 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. NEW BUSINESS**

- 12.1 City Treasurer Quarterly Report (Verbal).  
Item Initiated By: City Council  
Authorized By: Jim Lindley, City Manager  
Presented By: James P. Ward, City Treasurer
- 12.2 Adopt a Resolution of the City Council of the City of Dixon Authorizing the Issuance of Special Tax Bonds (the "2024 Bonds") for Improvement Area No. 2 of the City of Dixon Community Facilities District No. 2019-1 (Homestead), and Approving Related Documents and Actions.  
Item Initiated By: Kate Zawadzki, Finance Director  
Authorized By: Jim Lindley, City Manager  
Prepared By: Ken Dieker, Municipal Advisor  
Presented By: Kate Zawadzki, Finance Director
- 12.3 By Minute Action, set the July 16, 2024 City Council meeting as the time and place for a public hearing regarding past due City of Dixon sewer service accounts.  
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

12.4 By minute action, set the July 16, 2024, City Council meeting as the time and place for a public hearing regarding a past due City of Dixon weed abatement account.

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

12.5 By Minute Action, authorize the Administrative City Clerk of the City of Dixon to issue a request for proposals for publication of the City's legal notices for Fiscal Year 2024-2025, July 1, 2024 through June 30, 2025.

Item Initiated By: Douglas White, City Attorney

Authorized By: Jim Lindley, City Manager

Prepared By: Douglas White, City Attorney

Presented By: Douglas 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)**

CANCELED	05/08/2024	5:30 p.m.	Vacaville Dixon Greenbelt Authority
	05/14/2024	7:00 p.m.	Planning Commission
	05/21/2024	7:00 p.m.	City Council
	05/28/2024	7:00 p.m.	Parks & Recreation Commission
	06/04/2024	7:00 p.m.	City Council

**18. ADJOURNMENT**

Adjourn to the Regular Meeting of the Dixon City Council on May 21, 2024.

**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., Friday, May 3, 2024.

Dated: Friday, May 3, 2024

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Elected City Clerk