

**CITY OF ISLETON**

**Regular City Council Meeting Minutes**

Tuesday, May 25<sup>th</sup>, 2021 at 6:30pm

208 Jackson Boulevard

Isleton, California 95641

You can call in to join our public meeting

**TELECONFERENCE MEETING**

---

**1. OPENING CEREMONIES**

**A.** Welcome & Call to Order – Mayor Eric Pene.

**B.** Pledge of Allegiance

**C.** Roll Call

PRESENT: Councilmember’s Iva Walton, Paul Steele, Vice Mayor Pamela Bulahan, Mayor Eric Pene.

**2. AGENDA CHANGES OR DELETIONS**

ACTION: Take Item 7.B & 8.A

**3. PUBLIC COMMENT**

This is an opportunity for the public to speak to the Council on any item other than those listed for public hearing on this Agenda. Speakers are requested to use the podium in front of the Council and to begin by stating their name, whether they reside in Isleton and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and the time available for the rest of the Agenda. In the event comments are related to an item scheduled on the Agenda, speakers will be asked to wait to make their comments until that item is being considered.

ACTION: Dave Amma – regarding parking tickets. Kristin Ordon – Union St. Michelle Burke-parking on Union St. on one side.

**4. COMMUNICATIONS**

**A.** Cannabis Equity Grant.

ACTION: Information only.

**5. CONSENT CALENDAR**

**A. SUBJECT:** Approval of Minutes of the Regular City Council Meeting of May 11, 2021.

**RECOMMENDATION:** City Council review and approve draft minutes of the Regular City Council Meeting of May 11, 2021.

AMERICANS WITH DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, persons needing a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, may contact Deputy City Clerk Yvonne Zepeda, at (916) 777-7770, by fax at (916) 777-7775 or by email to Yvonne.zepeda@cityofisleton.com at least 48 hours prior to the meeting.

GOV. CODE § 54957.5 NOTICE: Public records related to an agenda item that are distributed less than 72 hours before this meeting are available for public inspection during normal business hours at Isleton City Hall located at 101 Second Street, Isleton, California 95641.

**ACTION:** Councilmember Iva Walton motion to approve draft minutes of the Regular City Council Meeting of May 11, 2021. Councilmember Paul Steele second the motion. **AYES:** Councilmember's Paul Steele, Iva Walton, Vice Mayor Pamela Bulhan, Mayor Eric Pene. **NOES:** None. **ABSTAIN:** None. **ABSENT:** None. Passed 4-0.

- B. SUBJECT:** Ordinance No. 2021-003, amending section 9.04.320 of the Isleton Municipal Code pertaining to maintenance of private sewer lines.

**RECOMMENDATION:** Staff is recommending that City Council hold second reading and adopt Ordinance 2021-003, Amending Section 9.04.320 and 9.04.360 of the Isleton Municipal Code Pertaining to Maintenance of Private Sewer Lines.

**ACTION:** Councilmember Iva Walton motion that City Council hold second reading and adopt Ordinance No. 2021-003, amending Section 9.04.320 and 9.04.360 of the Isleton Municipal Code Pertaining to Maintenance of Private Sewer Lines. Councilmember Paul Steele second the motion. **AYES:** Councilmember Paul Steele, Iva Walton, Vice Mayor Pamela Bulhan, Mayor Eric Pene. **NOES:** None. **ABSTAIN:** None. **ABSENT:** None. **PASSED 4-0.**

- C. SUBJECT:** Purchasing Policy Ordinance No. 2021-002, an Ordinance of the City Council of the City of Isleton, California, adopting policies and procedures for purchasing of supplies and equipment, for procuring professional and maintenance services, and for the disposal of surplus property, Second Reading

**RECOMMENDATION:** It is recommended that City Council hold second reading and adopt Ordinance No. 2021-002, establish a Purchasing Policy.

**ACTION:** Councilmember Iva Walton motion that City Council hold second reading and adopt Ordinance No. 2021-002, establish a Purchasing Policy. Councilmember Paul Steele second the motion. **AYES:** Councilmember's Paul Steele, Iva Walton, Vice Mayor Pamela Bulhan, Mayor Eric Pene. **NOES:** None. **ABSTAIN:** None. **ABSENT:** None. **PASSED 4-0.**

## **6. PUBLIC HEARINGS**

- A. None.**

## **7. OLD BUSINESS**

- A. SUBJECT:** Sacramento County COVID-19 Public Health Order Update and City of Isleton Executive Order.

**RECOMMENDATION:** Discuss and provide direction to staff.

**ACTION:** Follow Sacramento County Public Health Order guidelines.

- B. SUBJECT:** Rental Housing Inspection Program, First Reading of Ordinance No. 2021-004, establishing program and; Resolution 012-2021, setting fee schedule.

**RECOMMENDATION:** Staff recommends that City Council:

1. Hold first reading in title-only and motion to adopt Ordinance 2021-004, Adding Chapter 5.66 to the City Code Pertaining to Rental Housing Inspections; and
2. Schedule the second reading of Ordinance 2021-004 for City Council's June 8, 2021 meeting; and
3. Adopt Resolution 012-2021, Establishing the Amounts of Fees Regarding the Rental Housing Inspection Program.

**ACTION:** Mayor Eric Pene motion to hold first reading in title-only and motion to adopt Ordinance 2021-004, adding chapter 5.66 to the City Code Pertaining to Rental Housing Inspections; and Schedule the second reading of Ordinance 2021-004 for City Council's June 8, 2021 meeting; and adopt Resolution 012-2021, establishing the amounts of fees regarding the rental housing inspection program. Councilmember Paul Steele second the motion. **AYES:** Councilmember's Paul Steele, Iva Walton, Vice Mayor Pamela Bulahan, Mayor Eric Pene. **NOES:** None. **ABSTAIN:** None. **ABSENT:** None. **PASSED** 4-0.

**C. SUBJECT:** AB1600 Impact Fee Study, City Council Adoption.

**RECOMMENDATION:** Staff recommends City Council adopt the City of Isleton Development Impact Fee Study.

**ACTION:** Councilmember Paul Steele motion that City Council adopt the City of Isleton Development Impact Fee Study. Vice Mayor Pamela Bulahan second the motion. **AYES:** Councilmember's Paul Steele, Iva Walton, Vice Mayor Pamela Bulahan, Mayor Eric Pene. **NOES:** None. **ABSTAIN:** None. **ABSENT:** None. **PASSED** 5-0.

**D. SUBJECT:** Fiscal Year 2018 Audit Acceptance.

**RECOMMENDATION:** It is recommended that the City Council accept the City of Isleton Financial Statements and Independent Auditor's Reports for the Fiscal Year 2018-2019.

**ACTION:** Mayor Eric Pene motion to recommend that the City Council accept the City of Isleton Financial Statements and Independent Auditor's Reports for the Fiscal Year 2018-2019.

**8. NEW BUSINESS**

**A. SUBJECT:** Consideration of options to fill City Council Vacancy.

**RECOMMENDATION:** Respectfully recommend that the City Council review the options presented in this report, provide direction to staff, and take any necessary action.

**ACTION:**

**9. COUNCIL REPORTS AND COMMITTEE UPDATES**

- A. Councilmember Vacant – None.
- B. Councilmember Paul Steele – 2 Hour Parking.

- C. Councilmember Iva Walton – Skate Park, Dock Unlocked and Sign at Restrooms.
- D. Vice Mayor Pamela Bulahan – Union St. Tickets.
- E. Mayor Eric Pene – None.

**10. STAFF GENERAL REPORTS AND DISCUSSION**

- A. City Manager Report – Read Manager Report. Sac. County Mobile Vaccine Clinic at 501 C St. 10-2.
- B. Fire Chief Report – Boat funded.

**11. ADJOURNMENT**

AYES: Councilmember’s Paul Steele, Iva Walton, Vice Mayor Pamela Bulahan, Mayor Eric Pene.  
NOES: None.  
ABSTAIN: None.  
ABSENT: None.

---

MAYOR, Eric Pene

ATTEST:

---

DEPUTY CITY CLERK, Yvonne Zepeda