



City of Isleton
Minutes
Regular Meeting
December 09, 2025 06:30 PM
101 2nd Street, Isleton, CA 95641
<https://cityofisleton.com/>

1. Call to Order

The meeting was called to order at 6:30 pm by Mayor David Kent.

A. Roll Call

Present: Mayor David Kent, Vice-Mayor Cara Pellegrini, Councilmember Pamela Bulahan, Councilmember Aleida Suarez, Councilmember Terri Hupfer

Staff Present: Interim City Manager Jon Kennedy, Finance Director Jessica Bigby, City Attorney Sean Camron, Deputy City Clerk Nate Anderson

2. Public Comments

None

3. Consent Agenda

A. Approve Minutes for the November 11, 2025 Regular Meetings

B. Ratification of the Payment of General & Sewer Fund Warrants

Both items A & B passed

Councilmember Aleida Suarez motioned to approve. Vice-Mayor Cara Pellegrini seconded the motion.

The roll call vote:

Aye Mayor David Kent Aye Vice-Mayor Cara Pellegrini Aye Councilmember Pamela Bulahan Aye Councilmember Aleida Suarez Aye Councilmember Terri Hupfer

4. Department Reports

A. Public Works

- Councilmember Suarez: Congratulated Jory for completing the OIT courses

B. Code Enforcement / City Hall

- Report submitted as written

C. Fire Department

- Mayor Kent: Thanked the Fire Department for their services

5. Adopt Resolution 13-25 declaring City-owned property located at 204 A Street (APN 157-0014-014-000) to be surplus land pursuant to the Surplus Land Act and directing staff to proceed with required noticing.

- The property was determined to serve no essential use to the city
- The action would allow staff to proceed with required noticing under the Surplus Land Act

Councilmember Aleida Suarez motioned to approve. Vice-Mayor Cara Pellegrini seconded the motion.

The roll call vote:

Aye Mayor David Kent Aye Vice-Mayor Cara Pellegrini Aye Councilmember Pamela Bulahan Aye Councilmember Aleida Suarez Aye Councilmember Terri Hupfer

6. Adopt Resolution 14-25 declaring City-owned property located at 502 2nd Street (APN 157-0026-002-0000) to be surplus land pursuant to the Surplus Land Act and directing staff to proceed with required noticing.

- Public Comment: Expressed concerns about selling the parking lot, noting parking issues on Main Street and potential future needs for charging stations
- Public Comment: Stated the lot was repaved around 2018-2019 and argued it would be "short-sighted" to eliminate parking when Main Street is starting to have more activity
- It was later determined the property served no essential use to the city and declared surplus

Councilmember Aleida Suarez motioned to approve. Vice-Mayor Cara Pellegrini seconded the motion.

The roll call vote:

Aye Mayor David Kent Aye Vice-Mayor Cara Pellegrini Aye Councilmember Pamela Bulahan Aye Councilmember Aleida Suarez Aye Councilmember Terri Hupfer

7. Grand Jury Finding Response

- Finance Director: Reported on progress for various findings
- Finding 1 (Budget Adoption): Budget was adopted; planning half-year budget update for January/February
- Finding 2 (Annual Financial Audits): Progress being made with help from Chief Resilience Officer; working on 2021 audit with 2023 audit targeted for fiscal year end
- Finding 3 (Restrictive Fund Accounting): Working on establishing beginning balances
- Finding 4 (Assessment of Bankruptcy): Options were assessed on October 22nd and deemed not useful at this time
- Finding 5 (Business License Enforcement): Compiling records and preparing to send letters to active businesses
- Finding 6 (Financial Reporting): Providing warrant registers at beginning council meetings
- Finding 7 (Council Training): Hosted Brown Act meeting on July 22nd; council members handling

individual training plans

- Finding 8 (Code of Conduct): Separate agenda items address this
- Finding 9 (Record Keeping): Making progress, especially with utility billing
- Council Members: Each reported on their training activities

8. Grand Jury Finding No. 8 – Investigation Summary

A. Receive and file the staff report summarizing the City’s investigation into concerns related to former Councilmember Dean Dockery’s concurrent service with the Fire Department and City Council.

Report submitted for reference. No additional action at this time.

B. Receive and file the staff report summarizing the City’s investigation into conduct concerns related to Councilmember David Kent, who served as Vice Mayor at the time of the conduct reviewed.

Report submitted for reference. No additional action at this time.

C. Receive and file the staff report summarizing the City’s investigation into conduct and conflict-of-interest concerns related to former Mayor Iva Walton.

Report submitted and City Manager will be submitting a report to the FPPC for their review.

9. Update to City Council Code of Conduct Policy

The Council reviewed and approved an updated Code of Conduct Policy

Councilmember Aleida Suarez motioned to approve. Vice-Mayor Cara Pellegrini seconded the motion.

The roll call vote:

Aye **Mayor David Kent** Aye **Vice-Mayor Cara Pellegrini** Aye **Councilmember Pamela Bulahan** Aye **Councilmember Aleida Suarez** Aye **Councilmember Terri Hupfer**

10. Proposed Historic Preservation Ordinance Amendment

The Council discussed amendments to the historic preservation ordinance that would shift authority from the IHPRB to the City Council.

The Council unanimously voted to accept the introduction, waive the first reading, and continue to the next regular meeting for potential adoption.

Councilmember Aleida Suarez motioned to approve. Councilmember Terri Hupfer seconded the motion.

The roll call vote:

Aye **Mayor David Kent** Aye **Vice-Mayor Cara Pellegrini** Aye **Councilmember Pamela Bulahan** Aye **Councilmember Aleida Suarez** Aye **Councilmember Terri Hupfer**

11. City Council Communications / Reports

Mayor Kent: None

Vice Mayor Pellegini: Continue with Ordinance review and research

Councilmember Bulahan: Land Use meeting with SACOG (no quorum)

Councilmember Suarez: None

Councilmember Hupfer: Continue with City History research and understanding of current and past situations.

12. Closed Session

A. Closed Session pursuant to Government Code Section 54957 – Public Employee Performance Evaluation -CITY ATTORNEY

No Reportable Action

B. Closed Session pursuant to Government Code Section 54957 – Public Employee Performance Evaluation -FINANCE DIRECTOR

No Reportable Action

C. Conference with Legal Counsel - Anticipated Litigation Pursuant to Gov. Code Section 54956.9 (d)(2) or (3) No Reportable Action

13. Review and Approve: LEGAL SERVICES AGREEMENT BETWEEN THE CITY OF ISLETON AND PRENTICEILONG

The Council approved contract renewals for the City Attorney services.

Councilmember Aleida Suarez motioned to approve. Vice-Mayor Cara Pellegrini seconded the motion.

The roll call vote:

Aye Mayor David Kent Aye Vice-Mayor Cara Pellegrini Aye Councilmember Pamela Bulahan Aye Councilmember Aleida Suarez Aye Councilmember Terri Hupfer

14. Review and Approve: CPA SERVICES AGREEMENT BETWEEN THE CITY OF ISLETON AND PRENTICEILONG

The Council approved contract renewals for the CPA services.

Councilmember Aleida Suarez motioned to approve. Vice-Mayor Cara Pellegrini seconded the motion.

The roll call vote:

Aye Mayor David Kent Aye Vice-Mayor Cara Pellegrini Aye Councilmember Pamela Bulahan Aye Councilmember Aleida Suarez Aye Councilmember Terri Hupfer

15. Adjournment

8:15 PM



Resolution # 13-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ISLETON DECLARING CITY-OWNED REAL PROPERTY LOCATED AT 204 A STREET (APN 157-0014-014-000) TO BE "SURPLUS LAND" PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54221 AND DIRECTING STAFF TO PROCEED IN ACCORDANCE WITH THE SURPLUS LAND ACT

WHEREAS,

the City of Isleton ("City") is the owner in fee of certain real property located at 204 A Street, Isleton, California, identified as Assessor's Parcel Number 157-0014-014-000, consisting of approximately 8,700 square feet (.20 acre) of undeveloped land zoned Central Commercial (CC), as more particularly described in the materials attached hereto and incorporated herein by reference (the "Property"); and

WHEREAS,

the Property was acquired by the City in or about January 2022, following a Council discussion on November 23, 2021 regarding the proposed acquisition, and since its acquisition the Property has remained an undeveloped, vacant lot and has not been used for any City facility, program, or operation; and

WHEREAS,

City staff have reviewed the Property and determined that it is not necessary for the City's use, is not required for any current or foreseeable municipal purpose, and is not included in any adopted capital improvement plan or facility plan for future City use; and

WHEREAS,

under the California Surplus Land Act, Government Code Sections 54220 et seq. (the "Act"), before a local agency may sell, lease, or otherwise dispose of real property, the agency's governing body must first declare, at a regular public meeting, that the land is either "surplus land" or "exempt surplus land," supported by written findings; and

WHEREAS,

Government Code Section 54221(b)(1) defines "surplus land" to include land that is no longer necessary for the agency's use; and

WHEREAS,

based on the staff analysis presented to the City Council, including the staff report for this item, the Property is no longer necessary for the City's use and therefore qualifies as "surplus land" within the meaning of Government Code Section 54221(b)(1); and

WHEREAS,

the City Council has duly considered this matter at an open and public meeting in compliance with the Ralph M. Brown Act (Gov. Code §§ 54950 et seq.); and

WHEREAS,

the City Council finds that this action does not constitute a "project" under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Sections 15004(b)(2)(A) and 15378(b)(5), as it merely constitutes a determination regarding property status and authorizes future administrative actions that will not themselves result in a direct physical change to the environment. Any future disposition of the Property will be subject to separate CEQA review, as applicable.

NOW, THEREFORE, BE IT RESOLVED,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Isleton as follows:

1. Determination of Surplus Land.

The City Council hereby determines that the real property described is "surplus land" within the meaning of Government Code Section 54221(b)(1), based on the findings that the Property is not necessary for the City's use, is not required for any current or foreseeable municipal purpose, and is not included in any adopted capital or facility plan.

2. Findings Incorporated.

This declaration is supported by and incorporates by reference the written findings contained in the staff report presented to the City Council at its meeting of December 09, 2025, together with any oral staff presentation and public testimony received.

3. Direction to City Manager.

The City Manager, or designee, is hereby authorized and directed to:

- a. Prepare and transmit a Notice of Availability for the Property to the entities identified in Government Code Section 54222(a) and (b), including the California Department of Housing and Community Development (HCD), any applicable local housing authorities, and relevant park or school agencies;
- b. Engage in good-faith negotiations as required by Government Code Section 54223 with any qualified entity that submits a timely notice of interest;
- c. Coordinate review under CEQA, as needed, for any proposed disposition of the Property;
- d. Obtain an independent appraisal of the Property's fair market value, if deemed appropriate; and
- e. Upon completion of the above steps, return to the City Council with a recommended method of disposition (e.g., sale, lease, or request for proposals) and proposed terms for Council consideration, ensuring that any final sale, lease, or transfer of the Property complies with all applicable requirements of the

Act and that documentation of compliance is retained in the City's permanent records.

4. Effective Date.

This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED this 9th day of December, 2025 by the following vote:

The roll call vote:

Aye **Mayor David Kent** Aye **Vice-Mayor Cara Pellegrini** Aye **Councilmember Pamela Bulahan** Aye **Councilmember Aleida Suarez** Aye **Councilmember Terri Hupfer**

PASSED AND ADOPTED by the CITY COUNCIL of THE CITY OF ISLETON, COUNTY OF SACRAMENTO, of the STATE OF CALIFORNIA on this 9th day of December, 2025

ATTEST

MAYOR, David Kent

DEPUTY CITY CLERK



Resolution # 14-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ISLETON DECLARING CITY-OWNED REAL PROPERTY LOCATED AT 502 2nd STREET (APN 157-0026-002-0000) TO BE "SURPLUS LAND" PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54221 AND DIRECTING STAFF TO PROCEED IN ACCORDANCE WITH THE SURPLUS LAND ACT

WHEREAS,

the City of Isleton ("City") is the owner in fee of certain real property located at 502 2nd Street, Isleton, California, identified as Assessor's Parcel Number 157-0026-002-0000, consisting of approximately 24,394 square feet (.56 acres) of developed public parking lot, as more particularly described in the materials attached hereto and incorporated herein by reference (the "Property"); and

WHEREAS,

the Property was conveyed to the City in or about June 2010 by the River Delta Unified School District pursuant to District Resolution No. 627 (adopted August 10, 2010), in exchange for the City abandoning a City-owned parcel between Union Street and D Street and contributing \$82,500 toward the transfer; and

WHEREAS,

since its conveyance the Property has been used as a public parking lot, providing parking primarily for the adjacent school during weekdays and general public parking outside of school hours, and has not been used for any municipal facility, operation, program, or City-managed service; and

WHEREAS,

City staff have determined that the Property is not necessary for the City's use, is not required for any present or foreseeable future municipal purpose, and is not included in any adopted capital improvement or municipal facility plan; and

WHEREAS,

under the Surplus Land Act (Government Code §§ 54220-54234), the City Council must declare land to be "surplus" before disposing of it, supported by written findings; and

WHEREAS,

Government Code § 54221(b)(1) defines "surplus land" as property no longer necessary for the agency's

use; and

WHEREAS,

the City Council finds, based on the staff report and supporting materials, that the Property meets that definition; and

NOW, THEREFORE, BE IT RESOLVED,

1. Determination of Surplus Land.

The City Council hereby determines that the real property described is “surplus land” within the meaning of Government Code Section 54221(b)(1), based on the findings that the Property is not necessary for the City’s use , is not required for any current or foreseeable municipal purpose , and is not included in any adopted capital or facility plan

2. Findings Incorporated.

This declaration is supported by and incorporates by reference the written findings contained in the staff report presented to the City Council at its meeting of December 9, 2025 , together with any oral staff presentation and public testimony received.

3. Direction to City Manager.

The City Manager, or designee, is hereby authorized and directed to:

- a. Prepare and transmit a Notice of Availability for the Property to the entities identified in Government Code Section 54222(a) and (b), including the California Department of Housing and Community Development (HCD), any applicable local housing authorities, and relevant park or school agencies;
- b. Engage in good-faith negotiations as required by Government Code Section 54223 with any qualified entity that submits a timely notice of interest;
- c. Coordinate review under CEQA , as needed, for any proposed disposition of the Property;
- d. Obtain an independent appraisal of the Property’s fair market value, if deemed appropriate; and
- e. Upon completion of the above steps, return to the City Council with a recommended method of disposition (e.g., sale, lease, or request for proposals) and proposed terms for Council consideration, ensuring that any final sale, lease, or transfer of the Property complies with all applicable requirements of the Act and that documentation of compliance is retained in the City’s permanent records.

4. Effective Date.

This Resolution shall take effect immediately upon its adoption

PASSED, APPROVED AND ADOPTED this 9th day of December, 2025 by the following vote:

The roll call vote:

Aye **Mayor David Kent** Aye **Vice-Mayor Cara Pellegrini** Aye **Councilmember Pamela Bulahan** Aye **Councilmember Aleida Suarez** Aye **Councilmember Terri Hupfer**

PASSED AND ADOPTED by the CITY COUNCIL of THE CITY OF ISLETON, COUNTY OF SACRAMENTO, of the STATE OF CALIFORNIA on this 9th day of December, 2025

ATTEST

MAYOR, David Kent

DEPUTY CITY CLERK