CITY OF WOODLAND
300 FIRST STREET
WOODLAND, CALIFORNIA

CITY COUNCIL
CLOSED SESSION AGENDA

OCTOBER 4, 2011

5:00 P.M.

A. CALL TO ORDER

B. CLOSED SESSION

B.1 Conference with Legal Counsel – Existing Litigation, Pursuant to Section 54956.9(a)
Name of Case: California Clean Energy Committee v. City of Woodland et al

JOINT REGULAR CITY COUNCIL / WOODLAND FINANCE AUTHORITY

6:00 P.M.

All times are approximate

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS-PUBLIC COMMENT (6:03)

updated a/o 10/4/2018

This 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 microphone in front of the Council and to begin by stating their name, whether they reside in Woodland 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 time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.

E. COMMUNICATIONS–COUNCIL/STAFF STATEMENTS AND REQUESTS (6:06)

This is an opportunity for the Council Members and Staff to make comments and announcements, to express concerns, or to request Council's consideration of any items a Council Member would like to have discussed at a future Council meeting.

F. PRESENTATIONS (6:09)

1. Proclaim October 2011 as "Anti-Bullying Month" (2 minutes)

2. Proclaim October 16-22, 2011 as "National Friends of the Library Week" (2 minutes)

3. Proclaim October 8, 2011 as "Holy Rosary Day" and Recognize Holy Rosary Parish School on its 125th Anniversary (2 minutes)

G. CONSENT CALENDAR (6:15)

4. Receive the Quarterly Status Report from Community Development Department

5. Receive the Capital Budget Execution Report from Community Development Department

6. Authorize Mayor to Execute Employment Agreement for Interim City Manager

7. Adopt Resolution to Approve Certain Terms and Conditions of Employment for the Mid-Management Professional Association

8. Receive Notification of Boron Levels in Drinking Water

9. Adopt Ordinance No. 1533 and 1534 Pertaining to the Gateway Phase II Project

H. REPORTS OF THE CITY MANAGER (6:18)

10. Approve Resolution Adopting the Revised Public Facilities Fee Program Administrative Guidelines; Direct Staff to Develop a Separate Automotive Sales Land Use Category in the 2012 MPFP Nexus Study Update (20 minutes)

L. ADJOURN (6:38)

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority of the City of Woodland scheduled for Tuesday, October 4, 2011 was posted on September 30, 2011 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

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Ana B. Gonzalez, City Clerk

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such request must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st.
Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Proclaim October 2011 as Anti-Bullying Month

Report in Brief

The City Council has been asked to proclaim October 2011, as “Anti-Bullying Month."

October is National Anti-Bullying Month and the Woodland Joint Unified School District (WJUSD) has asked that the Woodland City Council join in proclaiming October 2011 as Anti-Bullying Month in the City of Woodland.

Bullying is the most common form of violence in schools and no student is exempt from being bullied or from being a bully.

Bullying can be physical, verbal, or via the Internet. It can severely affect the victim's self-image, social interactions, and school performance - often leading to insecurity, lack of self-esteem, and depression in adulthood. School dropout rates and absences among victims of bullying are much higher than among other students.

Staff recommends that the City Council issues a Proclamation declaring October 2011, as “Anti-Bullying Month” and encourages everyone to join the WJUSD in their efforts and in making our schools and our community safer.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council issues a Proclamation declaring October 2011, as “Anti-Bullying Month” and encourages everyone to join the WJUSD in their efforts and in making our schools and our community safer.

Prepared by: Ana Gonzalez
City Clerk

Gregor G. Meyer
Acting City Manager

Attachment: Proclamation

CITY OF WOODLAND

PROCLAMATION

Anti-Bullying Month – October 2011

WHEREAS, the City of Woodland believes that all students have a right to a safe and healthy school environment and that the district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance; and

WHEREAS, Woodland Joint Unified School District has a strong history of working with parents, community agencies, law enforcement, and other stakeholders in the community of Woodland, to support the safety and positive development of our youth; and

WHEREAS, bullying and harassment can take many forms, including physical bullying; teasing or name-calling; social exclusion; cyber bullying; peer sexual harassment; bullying about race, ethnicity, religion, disability, sexual orientation, and gender identity; and

WHEREAS, bullying and harassment affects students' ability to participate in or benefit from an educational program or activity; create an intimidating, threatening, hostile, or offensive educational environment; can greatly impact a student's ability to concentrate and perform in the classroom; directly affects health and well-being and contributes to excessive absences from school; and may result in physical illness, or long-term social and emotional consequences; and

WHEREAS, the WJUSD Board of Trustees has adopted a Bullying Prevention policy and supports programs that address the prevention, intervention, and ultimate elimination of all types of bullying as part of a coordinated school safety effort in all WJUSD schools.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland proclaims the month of October 2011 Anti-Bullying Month and urges the citizens of Woodland to join with the WJUSD in making sure every student respects and accepts all people and by continuing to implement programs and strategies in which victims of bullying can be identified and assisted and perpetrators educated in order to create safer schools that provide a positive learning environment and a safer community and that we as adults will endeavor in our own interactions to model the same behavior we expect from out students.

Dated this 4th day of October, 2011

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Artemio Pimentel, Mayor

Marlin H. Davies, Vice-Mayor

William L. Marble, Council Member

Martie L. Dote, Council Member

Tom Stallard, Council Member

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Proclaim October 16-22, 2011 as National Friends of the Library Week

<u>Report in Brief</u>

The City Council is asked to proclaim October 16-22, 2011, as "National Friends of the Library Week."

The Friends of the Woodland Public Library focuses attention on library services, improvement of library facilities and needs, assists in the efforts to raise funds, encourages greater use of library services, and enriches the cultural and civic life of Woodland.

Diana Dearmore, the President of the Friends of the Woodland Public Library, will accept the proclamation for the Friends of the Woodland Public Library and its volunteer and civic enrichment efforts.

Staff recommends that the City Council issue a Proclamation declaring October 16-22, 2011, as "National Friends of the Library Week" and encourages everyone to join the Friends of the Library and thank them for all they do to make our library and community so much better.

<u>Public Contact</u>

Posting of the City Council agenda.

<u>Recommendation for Action</u>

Staff recommends that the City Council issue a Proclamation declaring October 16-22, 2011, as "National Friends of the Library Week" and encourages everyone to join the Friends of the Library and thank them for all they do to make our library and community so much better.

Prepared by: Heather Muller
Library Services Director

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Gregor G. Meyer
Acting City Manager

Attachment: Proclamation

City of Woodland

PROCLAMATION
NATIONAL FRIENDS OF LIBRARY WEEK, OCTOBER 16-22, 2011

WHEREAS, the Friends of the Woodland Public Library (Friends) raises money that enables our library to move from good to great -- providing much needed resources for additional programming (children, teen's and adult), equipment, support for summer reading, and numerous other special events throughout the year; and,

Whereas, the work of the Friends highlights on an on-going basis the fact that our library is the cornerstone of the community by providing free opportunities for all to engage in the joy of life-long learning and to connect with the thoughts and ideas of others from ages past to the present;

Whereas, the Friends understands the critical importance of well funded libraries and advocates to ensure that our library gets the current and future resources it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with expert assistance in research and readers' advisory, and children's services; and

Whereas, the Friends' extensive gift of their time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community.

Now, therefore, be it resolved that the City of Woodland proclaims October 16 - 22, 2011, as Friends of Libraries week in Woodland, California and urges the citizens of Woodland to join with the Friends of the Woodland Public Library in supporting our City Library and to thank the Friends for all they do to make our library and community better.

Dated this 4th day of October, 2011

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Artemio Pimentel, Mayor

Marlin H. Davies, Vice-Mayor

William L. Marble, Council Member

Martie L. Dote, Council Member

Tom Stallard, Council Member

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Proclaim October 8, 2011 as Holy Rosary Day and Holy Rosary Parish School on its 125th Anniversary

Report in Brief

The City Council has received a request to proclaim October 8, 2011, as “Holy Rosary Day" and recognize Holy Rosary Parish School on its 125th Anniversary.

Principal Marianne Cates and Father Frank will be the representatives from Holy Rosary present at the October 4th meeting to accept the Proclamation.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council proclaim October 8, 2011, as “Holy Rosary Day" and recognize Holy Rosary Parish School on its 125th Anniversary.

Prepared by: Ana Gonzalez
City Clerk

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Gregor G. Meyer
Acting City Manager

Attachment: Proclamation

City of Woodland

Proclaiming October 8th as Holy Rosary Day and Recognizing Holy Rosary Parish School on its 125th Anniversary

WHEREAS, Holy Rosary Academy was established in 1886 in Woodland, California, standing originally on Main Street across from what is today Nugget market; and

WHEREAS, "the Academy" was founded and staffed by the Sisters of the Holy Cross from Notre Dame, Indiana, as a boarding school for girls in Northern California; and,

WHEREAS, in 1920, the Academy was awarded full accreditation by the University of California; and,

WHEREAS, after a fire destroyed "the Academy" building on Main Street in 1955, the school was rebuilt the following year, moving to its present location at 505 California Street, and renamed "Holy Rosary Parish School; and,

WHEREAS, October 8th was celebrated throughout the first half of the 20th century as "Holy Rosary Day," with the Woodland Community enjoying a parade, dance, and dinner; and

WHEREAS, today Holy Rosary Parish School and its reputation of excellence in academics continues as a Catholic, coeducational program within the Diocese of Sacramento, California, enrolling over 250 students in Pre-Kindergarten through 8th grade; and,

WHEREAS, in addition to strong academics, Holy Rosary Parish School puts an emphasis on developing sound morals, instilling discipline, responsibility, a commitment to community, and the value of love and respect; and,

WHEREAS, though the Catholic faith is integrated into all aspects of school life, Holy Rosary School welcomes and celebrates the diversity of all ethnicities and faiths; and,

WHEREAS, Holy Rosary Parish School's 125-year history presents a solid track-record of guiding students through a comprehensive education that affords a lifetime of success, spiritual strength, and intellectual aptitude,

NOW, THEREFORE, the City Council of the City of Woodland does hereby proclaim October 8th as "Holy Rosary Day" and recognizes Holy Rosary Parish School on its 125th Anniversary.

Dated this 4th day of October, 2011.

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Artemio Pimentel, Mayor

Marlin H. Davies, Vice-Mayor
William L. Marble, Council Member

Martie L. Dote, Council Member
Tom Stallard, Council Member

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Community Development Department's *Quarterly* Status Report

Report in Brief

Attached is the new Community Development Department's *Quarterly* Status Report that highlights the status of major development projects. Below are the scheduled dates for City Council to receive the Quarterly Report in fiscal year 2012.

Dates: July 2011 January 2011 October 2011 April 2011

Prepared by: Evis Morales
Management Analyst

Reviewed by: Nicholas J. Ponticello
CDD Director

Gregor G. Meyer
Acting City Manager

Attachment: CDD Quarterly Project Status Report

DETAILED PROJECT LISTING

Changes will be highlighted in bold

PLANNING

Project: **Spring Lake**

Phase: n/a **PM:** Norris

Location: n/a

Description: Proposed development is comprised of approximately 4,037 dwelling units on 665 acres, 11 acres of neighborhood commercial uses, over 280 acres of public and quasi-public land uses, about 34 acres of parkland, and over 100 acres of major streets and roads. Overall, residential density will equate to about 6.1 units per acre. The Plan will result in a projected build-out of about 11,270 people.

Status: Spring Lake City Council Subcommittee Reviews

General Spring Lake Issues in process – BUA, Pay as You Go and Infrastructure Improvements

- The Staff recommendation regarding interpretation of the BUA Ordinance and a Pay as You Go financing methodology was presented to the City Council on October 6, 2009. The City Council recommended that staff proceed with measures to complete the financing proposal and allow release of "Second Release" Building Unit Allocations (BUAs).
- The update to the SLIF fees were approved by City Council on January 19, 2010 and updated fees became effective on January 20, 2010. The updated fee provides an increase of $809 per home. Final review of the SLIF Nexus study and fee update was approved by the City Council on February 16, 2010 and the urgency ordinance was extended.
- Proposed amendments to the BUA Ordinance were approved by City Council on October 5, 2010. The amendments allow the third release to be concurrent with second release; and allow the City to consider the possibility of increasing the maximum BUA allocation.
- Staff is working with the development community to facilitate the completion of Pioneer improvements in front of Pioneer High School.

Project Application Review (Norris/Hanson/Contract Planner C. Gnos)
Three active applications to amend the Spring Lake Spring Lake Specific Plan land use have been received and are summarized below:

- Heidrick 5 Acre (R-25): **The Design Review proposal was approved by Planning Commission on July 21, 2011.** A funding agreement with Sacramento Mutual Housing Authority to allow development of 101 units was approved by City Council on July 20, 2010. Sac Mutual is in the process of applying for other funding as well**.**

- Pioneer Investors, Heidrick II: DA Amendments were approved by City Council on December 14, 2010.

Project: **Spring Lake**

- Cal West Specific Plan Amendment: The Specific Plan Amendment and Development Agreement was approved by City Council on December 14, 2010.

- Cal West Tentative Map submittal: Cal West Investors, LLC has submitted a Tentative Map application for 113 lots on a portion of the site located east of Hwy 113, north of future Farmers Central Rd and west of Harry Lorenzo Avenue. Required studies including traffic, noise and air quality are underway. The applicant will be submitting a revised map.

- Parkview: A proposal to amend the Spring Lake Specific Plan zoning to downzone the R-20 multi-family designation to an R-8 designation on the parcel located south of Mack Way and east of Meikel Avenue and to change the school designation to an R-8 density on the 10 acre parcel located north of Mack Way and east of Meikle Avenue and south of Jack Slaven Park. **The applicant has indicated that they will be submitting a Tentative Map application to accompany the amendment application.**

- Spring Lake Central inquiries: This site is currently bank owned, however, it is currently up for sale. Staff continues to meet with prospective buyers and interested parties to inform them of Spring Lake standards and requirements for this property. This is a key piece of the development and the ability to do future bond financing hinges on this property being in private ownership.

- Spring Lake Neighborhood Meeting: **The City continues to hold and/or attend Spring Lake neighborhood meetings as requested by the neighborhood. The City also responds to the Spring Lake neighborhood web site to answer questions and provide information.**

Project: **Gateway II**

Phase: n/a PM: Norris/Consultant Planner C. Gnos

Location: The project site is currently located in Yolo County, south of the existing Gateway I center east of County Rd 102 and north of Gibson Rd.

Description: The project site encompasses approximately 154 acres in size and proposed a mix of retail and auto related uses. The current City of Woodland General Plan land use designation is Urban Reserve. The current Yolo County Zoning designation for the site is Agriculture (A-1). Surrounding land uses include the approved Woodland Gateway commercial center under construction in the City to the north, agricultural land in the County to the south, residential development in the City to the east, and the City Wastewater Treatment Plant to the west.

The proposed project includes an annexation, a General Plan Amendment to re-designate the site for General Commercial development, and a Prezoning of the site to General Commercial (C-2) in order to accommodate a future commercial development. In addition, a General Plan Amendment to modify the acceptable level of service from (LOS) from C to D for County Road 102 (CR 102) from Maxwell Avenue south to the City limits is also requested. The specifics of the commercial development are not in the project application.

Project: **Gateway II**

Status: **The Gateway II Final EIR and DA are scheduled to be heard by City Council at their September 20, 2011 meeting.** The Gateway II Draft EIR public comment period has been extended for an additional 45-day period. Comments were accepted through July 8, 2010. Seventeen (17) comments have been received in addition to comments provided at the public meeting. Staff and the consultant are working with the City Attorney's office to review those comments and providing responses.

In addition to working on responses to CEQA based comments, Staff with the City Attorney have been working to develop draft Development Agreement (DA) conditions. The review of the DA and EIR will occur concurrently.

Summary/Background:
The build out assumptions made for the purposes of completing the environmental analysis include up to 808,000 square feet of retail, three hotels, one sit down restaurant, three fast food pads, 80,000 square feet of auto mall uses, and 100,000 square feet of office. Detailed project design approvals will be part of a subsequent application**.** Phasing of development is being evaluated.

A Notice of Preparation of an Environmental Impact Report for the project was released on October 2, 2009 and a public scoping meeting held on October 21, 2009 at 6:00 PM in the City Council Chambers. Approximately 20 individuals attended. Staff has continued to receive written comments from agencies and individuals regarding the project.

The City has hired an outside consulting firm, Raney Planning and Management, funded by the applicant, to prepare the EIR and manage the processing of the application in conjunction with staff, including the annexation request. Analysis in the EIR will include assessment of individual and cumulative impacts. Technical studies to be used in the Woodland Gateway II EIR include:

- Traffic
- Ambient Air and Noise
- Climate Change and Greenhouse Gas
- Biological Resources
- Cultural Resources
- Wastewater and Odor
- Water Supply
- Drainage and Flooding
- Urban Decay and Fiscal Analysis

Staff continues to work on response to comments on the Draft EIR and preparation of a draft Development Agreement (DA).

Project: **Historic Preservation Commission (HPC)**

Phase: n/a **PM:** Planning Staff

Location: n/a

Description: An appointed Commission for review and oversight of the City's Historic resources

Status: **The Historical Preservation Commission held a special meeting on September 7, 2011 to present the 2011 Heritage Home and Preservation Awards. The Heritage Home**

Project: **Historic Preservation Commission (HPC)**

Award winners are: 1) 900 First Street; 2) 901 First Street and 211 Pendegast. This year's Preservation Award will be presented to the Capitol Hotel at 601 Main Street. The Commission also reviewed an Alteration Permit application for the façade work at 610 Main Street.

The Historic Preservation Commission has indicated that their priority is to ensure that the Heritage Home Awards continue this year. At this time, the Award ceremony will be scheduled for either late August or early September to coincide more closely with the Stroll Through History.

HPC has determined that with available staffing, the two key priorities of the Commission at this time are Heritage Home Awards and review of demolitions and development projects in the Downtown National Register District. An additional priority that has been carried forward is the modification of the Historic Resources Ordinance 12A. This is required in order to apply for Certified Local Government Status.

Project: **Prudler Project (formerly known as Four Seasons - The Mall Expansion Site)**

Phase: n/a **PM:** Hanson

Location: The project is located on East Street south of the County Fair Mall and north of the Senior and Community Center.

Description: The proposed project, approximately 38 acres, would include 247 single-family homes and a clubhouse facility to serve the active adult homebuyer 55 years of age and above. The project proposes to be a gated community.

Status: **The applicant has put the application on hold.** The draft Initial Study and Mitigated Negative Declaration was released for 30-day review. The fiscal study has been completed by Goodwin Consulting Group and the results of the study have been released to the applicant. Staff is now waiting on the applicant before any further action can take place. The project will go before both the Planning Commission and City Council. The applicant is requesting the following entitlements from the City of Woodland:

- General Plan Amendment to re-designate the site from General Commercial (GC) to Medium-Low Density Residential (MLDR);
- Spring Lake Specific Plan Amendment to modify the East Street cross-section for the segment south of the County Fair Mall to County Road 24A;
- Rezone of the project site from General Commercial Zone (C-2) to Duplex Residential Zone/Planned Development (R-2)(P-D) and adopt Planned Development Standards;
- Conditional Use Permit for development within a PD Zone; and
- Tentative Subdivision Map to subdivide a 38-acre site into 247 lots plus common area lots, which includes internal roadway and utilities necessary to serve the development.

Project: **Target Warehouse Expansion: Target Corporation has proposed to expand their existing 1.5Million square foot facility to add approximately 362,099 square feet, for a total of 1,871,690 square feet.**

Phase: Approved by Planning Commission **PM:** Norris

Location: The project is located at the southeast corner of Beamer Street and County Rd 102; 2050 East Beamer St.

Description: The project review included Site Plan, Design Review, including Public Art, and a Mitigated Negative Declaration.

Status: The project was approved by Planning Commission February 16, 2011, including the public art concept for a mural on the north building face. **The building is under construction.**

Project: **Cinema West**

Phase: Application under review **PM:** Hanson

Location: The project is located at 801 Main Street.

Description: Construction of a downtown 12-14-screen multi-screen theater on Main Street. The project is proposing 35,000 sq. ft of theater and 15,000 sq, ft of retail space.
The project review includes a Conditional Use Permit, Site Plan, Design Review, , and environmental review.

Status: **(No Change)** The application is under review for completeness; the applicant has been informed that the application is incomplete.

Project: **Chase Bank Site Plan and Design Review**

Phase: Site Plan And Design Review Completed **PM:** Hanson

Location: The project is located at 304 Main Street.

Description: The project is to construct a new 4,120 square-foot Chase Bank with remote drive-up banking at 304 Main Street.

Status: **The project is under construction.**

Project: **CommuniCare Health Centers**

Phase: Application has been deemed complete and project is under review. **PM:** Hanson

Location: The project is located at southwest corner of West Beamer and Cottonwood Streets.

Description: Construction of a 21,053 sq. ft medical clinic.

Status: **The project was approved by the Planning Commission on July 20, 2011.**

Project: **Black Dragon Brewery**

Phase: A CUP has been approved by the Planning Commission. **PM:** Hanson

Location: The project is located at 175 West Main Street in the General Commercial C-2 zone.

Description: The *Black Dragon Brewery*, a small micro-brewery and tasting room/brewpub with liquor sales (both on and off site).

Status: **(No Change)** The applicant for the Black dragon Brewery received approval for a CUP for a brewery and tasting room/brewpub with liquor sales (both on and off site). Staff is reviewing building plans.

Project: **Knaggs/Adams Annexation Request: A request to annex to the City the approximately 150 acres of land located at the NE corner of Main Street and CR 102. Rubicon Partners is the applicant.**

Phase: Initiation of the CEQA process **PM:** Sokolow/RBF

Location: The project is located at the NE corner of Main Street and CR 102.

Description: The applicant has submitted an application to initiate the proposed annexation of land which has a General Plan designation and Pre-Zoning designation for Industrial. Environmental review is required and future LAFCO review. The applicant will also submit a tentative map and site plan for review. The City has contracted with the firm of RBF to manage the environmental analysis for the site.

Status: **City staff is reviewing and revising where needed the Administrative Draft EIR prepared by the City's consultant RBF. All technical studies with the exception of the water supply assessment have been finalized by staff or are in draft form.**

Project: **Inland Terminal, (Agriform) request to add a 52,000 square foot dry fertilizer building on 18.56 acres adjacent to the nine (9) 600,000 gal storage tanks.**

Phase: Plan Check **PM:** Norris

Location: The property is located at 1002 N East Street and is east of Hwy 113 and south of CR 18C.

Description: Project request includes a modification of the existing Conditional Use permit, Site Plan and Design Review and a Mitigated Negative Declaration.

Status: The project was approved by the Planning Commission on May 19, 2011. Applicant will submit a public art proposal for review prior to Certificate of Occupancy. **The project is under construction.**

Project: **SACOG/MTP/RHNA**

Phase: Continued attendance and participation in long range planning efforts **PM:** Norris

Location: n/a

Description: Staff participation in regional and locally focused long range planning efforts.

Status: **(No Change)** Continued participation. Staff met with SACOG, County, and local governments to discuss the methodology regarding housing allocation number for the next housing element cycle in 2013.

Project: **Yolo County Transportation District**

Phase: Building plans under review **PM:** Hanson

Location: The project is located at 350 Industrial Way

Description: The project proposes improvements to the project site in order to expand the Yolo County Transportation District administrative operations, dispatch, and maintenance facilities. In particular, the Project proposed the following improvements:

- Construction of a new 7,110-square-foot administration building, located on the eastern side of the existing large shop and south of the existing administration building, to accommodate current and planned YCTD administrative staff and functions
- Conversion of the existing administration building (3,100 square feet) to dispatch and operations uses and construction of an approximately 1,730-square-foot dispatch and operations addition located on the western side of the converted building, for a total of approximately 4,830 square feet of dispatch and operations space
- Conversion of a portion of the small shop to storage and a fare box vault
- Demolition of the existing modular building
- Construction of a new containment structure, with a footprint of approximately 3,000 square feet, over the existing bus wash
- Construction of an outdoor employee comfort space to the north of the proposed dispatch and operations addition

Project: **Yolo County Transportation District**

• Installation of an aboveground 10,000-gallon diesel tank, including spill-proof accommodations and fueling island, on 0.34 acre of the currently undeveloped northern portion of the site
• Construction of a new bus parking area on approximately 1.05 acres of the currently undeveloped northern portion of the site (proposed northern parking area)
• Construction of a new bus driveway that would allow two-way bus traffic to and from the proposed northern parking area from Cannery Road
• Addition of 41 new employee and visitor, bus, and paratransit parking spaces
• Construction of a 2- to 5-foot high retention wall around the developed portion of the site where most building structures are located
• Safety and security improvements, including fencing upgrades around employee parking and the perimeter of the site, and an automatic gate system
• Other site improvements, including drainage, lighting, and landscaping

Status: **The project is under construction**.

REDEVELOPMENT

Project: **Downtown Multi-plex Theater**

Phase: Selection of Developer **PM:** Shallit

Location: The proposed project is 801 Main Street.

Description: Construction of a downtown 12-14-screen multi-screen theater on Main Street.

Status: **(No Change)** Cinema West has submitted an application to the Planning Division. The Board agreed to suspend the RFP process pending the outcome of the Cinema West project application. Staff was also directed to develop a plan to restore and reuse the State Theater.

Project: **New Woodland Courthouse**

Phase: n/a **PM:** Shallit/Sokolow

Location: The project is located at 1000 Main Street.

Description: Construction of 163,066 square foot courthouse at an estimated cost of $165.3 million to consolidate all of the court's operations at one location in downtown Woodland and increase the number of courtrooms to 14. The project will also include the provision of on- and off-site parking to support the new courthouse. The State Administrative Office of the Courts (AOC) is responsible for design and construction of the project as well as the acquisition/design/construction of the off-site parking. The Redevelopment Agency acquired the property for the new courthouse and handled the relocation of the court site's tenants.

Project: **New Woodland Courthouse**

Status: **The AOC has completed an RFQ for a construction manager at risk/general contractor and anticipates releasing the RFQ by the end of September. The individual construction trades for the project will be bid by the selected CM/GC in January 2013. The project architects have completed the schematic design package which represents at least 35% of the overall design; the new court building will be five stories. Additionally, the local court's design committee has signed off on the exterior design of the new court building. The Phase II Environmental Site Assessment has been completed for the off-site parking sites (along Sixth Street adjacent to Oak Avenue). The State Public Works Board will consider purchase of the sites in November. The RDA has incurred a number of expenses for the court project. While the AOC (State) has provided reimbursements for a number of the costs incurred, $317,000 is outstanding. Staff continues to monitor the situation and stay in contact with AOC staff responsible for approving and processing the reimbursements.**

Project: **Facade Grants**

Phase: n/a **PM:** Shallit/Sokolow

Location: Various locations in the Redevelopment Area.

Description: Downtown storefront improvement program, which will award up to $30,000 in matching funds per applicant.

Status: **Porter Building (501-511 Main Street) – The Agency Board on June 21, 2011 approved a loan of $200,000 to assist the property owners with the construction of the required improvements for occupancy of the second and third floors of the Porter Building. Work in Dead Cat Alley for the new PG&E transformer needed for occupancy of the upper floors is nearing completion while work on bringing the elevator on line and improving the electrical system on the second floor continues.**

Maria's Cantina (306 Sixth Street) – The façade improvements have been completed.

Muscle World Building (514 Main Street) – On June 21, 2011 the Agency Board approved a loan of $100,000 to assist the property owner with improvements to the Muscle World Building.

Hunt Building-Sean Denny (416 – 418 First Street) – All work on the façade is complete with the exceptions of the installation of the awnings and the addition of a sign.

Jackson Building (Former Morrison's location, 426 First Street) -The property owners have executed a Maintenance Agreement for the exterior and an Owner Participation Agreement for the interior work. Façade and first and second floor construction are expected to be completed late Summer or early fall.

Project: **Casa del Sol Mobile Home Park**

Phase: Construction **PM:** Shallit

Location: Project is located at 621-709 East Street.

Description: Rehabilitation of an approximate12.6 acre mobile home park. This project includes the

Project: **Casa del Sol Mobile Home Park**

construction and installation of improvements to infrastructure, including roads, water, and sewer, and the rehabilitation or acquisition of 156 mobile homes for very –low, low, and moderate income households. A new 15,000 square foot community center will also be built. Project costs for acquisition and rehabilitation total $16,628,113.

Status: **The HOME loan was approved and the developer has ordered 15 of the 30 new coaches. The pads have been prepared and Skyline has delivered the first modular units. The next 15 are waiting for the state to approve release of funds.**

Project: **SACOG Community Design Program, Woodland Downtown Streetscape Project**

Phase: n/a **PM:** Shallit

Location: The project would improve Main Street between Third and East Streets.

Description: Grant application to fund construction of streetscape improvements (landscaping, sidewalks, bulb outs, traffic signal, etc.).

Status: In January 2010, the SACOG Board of Directors approved $915,000 in grant funds under the SACOG Community Design Program for the City's project. SACOG has not yet made a determination on when the funding will be available for the City's project. **Staff submitted a new grant request for $100,000 in July 2011. SACOG will review the applications and announce awards in early 2012.**

Project: **Odd Fellows Renovation**

Phase: Design **PM:** Shallit

Location: The project is located at 725 Main Street

Description: Renovate the interior of the first floor of the Odd Fellows building to accommodate a new business tenant.

Status: The owner has been working closely with his architect to finalize plans for the coffee shop that is interested in locating on the first floor corner. Plans have been submitted to the Planning Division for review. Redevelopment staff will determine final scope of work and budget and finalize the OPA so that the project can be implemented. The design will be presented to the Historic Preservation Committee.

Project: **Farmer's Market**

Phase: Design **PM:** Shallit

Location: Freeman Park-6th and Main Streets

Description: Design of park improvements to better accommodate the Farmer's Market.

Project: **Farmer's Market**

Status: **Design work is continuing. There was good response at the community meeting held August 27 and lively discussion ensued. Community input was received and recorded at that meeting and over 400 community residents were surveyed in person or by phone. Most of the ideas focus on creating more activities in the park that attracts more people.**

Project: **Rule 20A Project (Undergrounding utilities)**

Phase: n/a **PM:** Sokolow

Location: The project would underground the overhead utilities on Dead Cat Alley between Third and Fifth Streets.

Description: The City's 17^{th} Undergrounding Utility District would underground the overhead utilities on Dead Cat Alley between Third and Fifth streets. PG&E's Rule 20A Program provides funding (credits) to underground utilities in a community.

Status: **PG&E is attempting to fast track the project so construction can be completed in 2012.**

Project: **CDBG Administration**

Phase: n/a **PM:** Ross

Location: n/a

Description: Preparing documentation and project monitoring for CDBG funded activities. Also includes the community application process for funding.

Status: **Staff is currently preparing subrecipient agreements and is waiting on HUD award letter and agreement to commence with FY12 CDBG projects and activities.**

Project: **Inclusionary Housing Program**

Phase: Ongoing **PM:** McLeod

Location: n/a

Description: These are affordable housing units made available for sale under the requirement of homes for low and moderate-income families.

Status: Standard Pacific has released two low-income affordable units and Pulte has released one moderate income unit. **Staff continues to work developers to identify potential buyers. Two units just closed escrow.**

Project: **Rochdale Grange**

Phase: Construction **PM:** McLeod/ Luevano

Location: The project is located at 2090 Heritage Parkway.

Description: Construction of a 44-unit very-low income apartment complex by Neighborhood Partners in Spring Lake. The land was dedicated to the project by Reynen and Bardis to fulfill a portion of their Inclusionary Housing requirement in Spring Lake. The main funding source for the project is a $4 million HOME grant.

Status: **Construction is complete. The fee credits have been fully transferred and units are being rented out. The Grand Opening is scheduled October 5, 2011.**

BUILDING

Project: **Porter Building/Cambridge College Tenant Improvement**

Phase: Construction **PM:** Luevano

Location: The project is located at 501 – 511 Main Street.

Description: Seismic Retrofit/Tenant Improvements.

Status: **(No Change)** Permanent Certificate of Occupancy was issued for the first floor. Staff is receiving calls from people requesting construction information on the second floor; however no plans have been received. Cambridge College is now holding classes at the Porter Building Monday through Friday with approximately 180 students attending, while work on the building continues.

Project: **Dollar Tree**

Phase: Construction **PM:** Luevano

Location: The project is located at 441 Pioneer Ave. Suite #110.

Description: Retail store

Status: **Tenant improvements to existing vacant 9,421 square foot building. The project is at the final stages of construction.**

Project: **Yolo County Transportation District**

Phase: Construction **PM:** Luevano

Location: The project is located at 350 Industrial Avenue.

Description: Construction of a new 7,110-square-foot administration building, located on the eastern side of the existing large shop and south of the existing administration building, to accommodate current and planned YCTD administrative staff and functions.

- Conversion of the existing administration building (3,100 square feet) to dispatch and operations uses, construction of an approximately 1,730-square-foot dispatch, and operations addition located on the western side of the converted building, for a total of approximately 4,830 square feet of dispatch and operations space
- Conversion of a portion of the small shop to storage and a fare box vault
- Demolition of the existing modular building
- Construction of a new containment structure, with a footprint of approximately 3,000 square feet, over the existing bus wash
- Construction of an outdoor employee comfort space to the north of the proposed dispatch and operations addition
- Installation of an aboveground 10,000-gallon diesel tank, including spill-proof accommodations and fueling island, on 0.34 acre of the currently undeveloped northern portion of the site
- Construction of a new bus parking area on approximately 1.05 acres of the currently undeveloped northern portion of the site (proposed northern parking area)
- Construction of a new bus driveway that would allow two-way bus traffic to and from the proposed northern parking area from Cannery Road

Status: **The project is at wall framing stages of construction.**

Project: **Chase Bank**

Phase: Construction **PM:** Luevano

Location: The project is located at 304 Main Street

Description: The construction of a new 4,120 square-foot Chase Bank with remote drive-up banking.

Status: **The foundation and slab have been poured and the underground utilities are being completed.**

Project: **Black Dragon Brewery**

Phase: Construction **PM:** Luevano

Location: Located at 175 W Main Street.

Description: Small micro-brewery and tasting room/brewpub with liquor sales (both on and off site)

Status: **The project is at the framing stage of construction.**

Project: **Target Expansion**
Phase: Construction **PM:** Luevano

Location: Located at 2050 East Beamer Street
Description: 344,065 square foot addition to existing 1.5 million existing warehouse.
Status: **The perimeter foundation and interior piers have been poured.**

Project: **Agriform / Inland Terminals**
Phase: Construction **PM:** Luevano

Location: The project is located at 1002 North East Street
Description: The construction of a new 54,304 square foot building.
Status: **The perimeter footings have been poured**.

Project: **Subdivisions Under Construction**

Subdivision: Parkside by Standard Pacific Homes **PM:** Luevano
Location: Matmor Road and Sports Park Drive.
Description: **(No Change)** A 162 lot single family home subdivision. Four model homes have been completed and 17 homes are under construction at various stages of construction.

Subdivision: Starlyn Park by Centex/Pulte Homes
Location: East Gibson Road and Ogden Street
Description: **(No Change)** A 79 lot single family home subdivision. Three model homes have been completed and 7 homes are under construction at various stages of construction.

Project: **Permits Issued for the Month**
Phase: n/a **PM:** Luevano

Description: n/a
Status: **A total of 149 Building Permits were issued for the month of August 2011.**

Project: **Inspections for the Month**

Phase: n/a **PM:** Luevano

Description: n/a

Status: **A total of 407 inspections were completed for the month of August 2011. This averaged to almost 17.7 per day**.

Project: **Plan Review**

Phase: n/a **PM:** Essenwanger/Hanson

Location: n/a

Description: Projects currently being plan checked in CDD's Building Inspection division.

Status: The following projects: in review or completed within the last three months.

1. Yolo Transportation New Administration Building, Remodel of Existing Buildings and Site Improvements project (350 Industrial Way) **has been reviewed and approved.**
2. New Agriform 54,000-ft2 Storage Building (SE corner of State Hwy 113 and County Road 18C) **has been submitted and reviewed and approved.**
3. Black Dragon Micro Brewery, Bar & Store Tenant Improvement (175 W Main Street #B): **Plans have been received, reviewed, and approved.**
4. AT&T Office Major HVAC Upgrade Project (629 Lincoln Avenue): **Has been received, reviewed, and revised plans received for approval.**
5. St. Johns Retirement Center ADA Ramps (135 Woodland Avenue): **Response to initial plan review comments and revisions have been received and approved.**
6. New JP Morgan / Chase Bank (304 Main Street) has been submitted and approved. **Revisions-To-Approved-Plans have been submitted and are pending review and approval.**
7. Bank of America Bandit Barrier (50 W. Main Street) **has been submitted and approved with red-line notes.**
8. Dyer Commercial Parking Lot Renovation Project (175 W Main Street) **has been received, reviewed and approved with red-line notes.**
9. **Updike Office & Warehouse tenant improvement, 2340 E Main Street, submittal received, reviewed, and approved.**
10. **Yolo Wayfarer Center Plumbing & Electrical Repairs & Alterations, 1267 E. Oak Ave., submittal received, reviewed., and approved.**
11. **Bellini Garage Fire Repair, 1220 Eunice Dr., submittal received, reviewed, and approved.**
12. **Feuerstein Repair House Damaged by Falling Tree, 111 Sutter St., submittal received, reviewed, and approved.**

Project: Plan Review

13. **Jinju Sushi Restaurant TI, 467 Pioneer Ave, initial comments sent, re-submittal received, and placed in plan-check queue. Illuminated Sign submittal received, reviewed and approved.**
14. **Rochdale Grange Community Bldg 8.9-kW DC Photovoltaic Solar Systems, 2090 Heritage Way Units D, E, F & G, submittals received, reviewed, and approved.**
15. **Hernandez Barn Electrical Renovation, 120 Deaner Avenue, submittal received, reviewed, and approved.**
16. **Headwaters Warehouse with Office Space TI, 1230 Harter Ave, Ste-H, submittal received, reviewed, and approved.**
17. **Spoon Me Yogurt 2-Illuminated Signs, 2021 Bronze Star Dr., Ste 200, submittal received, reviewed, and approved.**
18. **Wal-Mart Add Evaporative Pre-coolers to HVAC on Roof, 1720 E. Main Street, submittal received, reviewed, and approved.**
19. **Cardinal Products New Mezzanine in Warehouse with H-occupancies, 57 Matmor Rd., Deferred Suspended Ceiling Submittal received, reviewed and approved.**
20. **Installation of used spray booth in Splash of Color for unit installed without permits, 1787 E Main St, Unit #14, submittal received, reviewed, and approved.**
21. **PGP Warehouse Steel Storage Racks, 351 Hanson Way, submittal received, reviewed, and approved.**
22. **US Bank NA Residential Renovation, 131 Shasta Place, submittal received, reviewed, and approved.**
23. **Travis Credit Union Tenant Improvement, 1372 E Main Street, submittal received, reviewed, and approved. Illuminated Sign submittal received and approved pending submittal of required energy compliance form.**
24. **Kaur Convert Garage to Bathrooms & Closets, 849 Bourn Drive, submittal received, reviewed, and approved.**
25. **Blackstone Investment Remove Wall & Create 1 Suite out of two Suites, 825 East Street, Suite #111, submittal received, reviewed, and approved.**
26. **Olam Tomato Processors Warehouse Electrical TI, 1400 Churchill Downs Avenue, submittal received and PC1 plan review comments sent to Butterfield Electric.**
27. **Rubello Remodel Two Bathrooms, 374 Riverside Drive, submittal received, reviewed, and approved.**
28. **Yolo County Transportation District Diesel Fueling Facility, 350 Industrial Way , PC1 submittal received , reviewed, comments sent and PC2 revisions received and in queue for plan review.**
29. **Razz Yogurt Shop TI, 353 W Main Street, submittal received, reviewed, and approved. Illuminated Sign submittal received, reviewed, and approved.**
30. **Rico's Pizza Parlor Lighting Remodel & ADA Restroom & Parking Upgrades, 171 W. Main Street, submittal received, reviewed, and approved.**

Project: **Plan Review**

31. **Western Wood 29,000-ft2 Steel Canopy addition, 1492 Churchill Downs Avenue, submittal received, reviewed, and approved.**
32. **AgriForm Water Tank for Fire Fighting, 2002 N. East Street, initial submittal received and in queue for plan review.**
33. **AT&T Office HVAC Upgrade Project, 629 Lincoln Avenue, initial comments sent, PC2 revisions received and in queue for plan review.**
34. **Murphy 1.88-kW Photo-Voltaic Solar System, 28 Lincoln Avenue, submittal received, reviewed, and approved.**
35. **Adams Grain Dust Collection Structure, 1006 East Street, submittal received, reviewed, and approved.**
36. **Cusey Enclosed 255-ft2 Aluminum Sunroom Addition, 1611 Brubaker Street, submittal received, reviewed, and approved.**
37. **MacDowell Complete Renovation of House, 504 Fourth St. - 8/22/2011 PC1 submittal received and placed in plan-check queue for plan review.**
38. **Koster 230-ft2 Pool House, 6 Fresno Place, submittal received and placed in plan-check queue for plan review.**
39. **PG&E Install Vehicle Exhaust Removal - Equip in Auto Maintenance Bldg, 242 North West Street, submittal received, reviewed, and approved.**
40. **Broekema Beltway USA Warehouse Office17456-ft2 Tenant Improvement, 460 N Pioneer Avenue, submittal received and placed in plan-check queue for plan review.**
41. **Yolo County Housing Authority Playgrounds ADA, 1285 & 1230-12244 Lemen Avenue, submittal received and placed in plan check queue for plan review.**
42. **Coffee Shop TI on IOOF Hall, 729 Main Street, submittal received, and placed in plan check queue for plan review.**
43. **Pacific Dental Services Office Expansion TI, 2041 Bronze Star Drive, submittal received and placed in plan-check queue for plan review.**
44. **Paske Residential Addition, 1622 Cottonwood St., submittal received and placed in plan-check queue for plan review.**

Project: **Code Enforcement**

Phase: n/a **PM:** Dennis

Location: n/a

Description: Major code enforcement efforts.

Status: ONGOING CASES
(No Change)

Project: **Code Enforcement**

1. Currently working with the Yolo County Health Department on passing the responsibilities of Substandard Housing within the City of Woodland to Code Enforcement.
2. 1315 Molly – Vacant home with unsecured pool. Notified listing agent, property has now been secured, but will need to be monitored.
3. 1725 Spruce Drive – Vacant home with unsecured pool. Notified listing agent, property secured by staff, but will need to be monitored.
4. Lincoln Manor Apartments – Working on substandard living conditions in one unit. Maintenance person has been notified and will be making necessary repairs.
5. 551 Elm Street – Vacant home with broken windows, possible illegally created second unit.
6. 320 N. Walnut Street – Vacant lot with numerous in-op vehicles being stored on property, tall weeds and junk/debris accumulation.
7. 105 Main Street (Old Long John Silvers) – Vacant commercial property, junk/debris accumulation, unmaintained landscaping and graffiti.
8. 75 W. Court Street – (Old Q Shack) Vacant commercial property, junk/debris accumulation and unmaintained landscaping.
9. 333 Main Street – (Old Chevy Dealership) Vacant commercial property, with transient encampment located in accessory building at rear of building, junk/debris accumulation and graffiti.
10. 1627 Farnham – Accessory building built without building permit, notice left at property to contact building department.
11. 300 Carlsbad Pl. – Illegal residence in travel trailer, located in rear yard.
12. 37 Miramonte – Illegal/substandard construction built without permit.
13. 845 Browning Circle – Rooster on property.

ONGOING ISSUES

- Business license inspections and violations.

ENGINEERING

Project: **Spring Lake Implementation**

Phase: n/a **PM:** Pollard/ Fong

Location: n/a

Description: Proposed development will be comprised of approximately 4,037 dwelling units on 665 acres, 11 acres of neighborhood commercial uses, over 280 acres of public and quasi-public land uses, about 34 acres of parkland, and over 100 acres of major streets and roads. Overall, residential density will equate to about 6.1 units per acre. The Plan will result in build-out to accommodate approximately 11,270 residents.

Status: **(No Change)** Staff is working on facilitating various developments in Spring Lake from the

Project: **Spring Lake Implementation**

first and second release.

Project: **Pulte/Centex/Beeghly**

Phase: n/a **PM:** Pollard

Location: The project is located north of Marston Drive at the intersection Parkland Avenue and Heritage Parkway.

Description: Residential Subdivision on Beeghly Ranch Property.

Status: Staff and City Attorney working to resolve issues with Breach of Development Agreement City attorney working with Centex's attorney to draft amendment. Staff is also working on property acquisition and Quiet title action. The City put a demand letter on Centex and after meeting with Pulte, the City has since put the demand in abeyance. Additional meetings are needed with Pulte, the Attorneys, and City Staff. **Staff has met with City attorney and City attorney has contacted Pulte anew.**

Project: **On Site/Off Site Civil Improvements**

Phase: Plan Check **PM:** Weichel

Location: n/a

Description: Various projects in for plan check.

Status: 2011: **Twelve (12) Complete, Zero (0) Plan Checks in Process.**

Project: **Encroachment Permits**

Phase: Application Processing **PM:** Weichel

Location: n/a

Description: Permitting for minor improvements within the public Right of Way.

Status: **Nine-three (93) issued and Eight (8) in process.**

Project:	**Solara Ranch**		
Phase:	Pre Submittal	**PM:**	Fong
Location:	Project is located north of Marston Drive between Harry Lorenzo Avenue and Parkland Avenue.		
Description:	94 Residential units within (DR Horton) within Spring Lake.		
Status:	**(No Change)** Had pre-submittal meeting at the request of the developer.		

Project:	**Starlyn Park, Phase 1**		
Phase:	Final Map/Construction of Improvements	**PM:**	Fong
Location:	Project is located south of Branigan, west of Ogden, north Gibson, and east of the shopping center.		
Description:	Residential Subdivision in the Southeast area.		
Status:	**(No Change)** Improvements were accepted on March 1, 2011 and the subdivision is in the warranty period.		

Project:	**Miekle/Banks**		
Phase:	Plan Review Construction	**PM:**	Fong – plan review agreements Heath - construction
Location:	See description below.		
Description:	Extension of Miekle Avenue and Banks Way within the Spring Lake Area		
Status:	Streets are paved, raising utility structures to pavement grade. Completing joint trench (private utilities: PGE, ATT, Wave Broadband). Staff is reviewing landscape plans. Staff is also preparing Reimbursement Agreement for SLIF credits. **Final inspection has been requested.**		

Project:	**CommuniCare Health Centers**		
Phase:	Preparing entitlement requirements.	**PM:**	Pollard/Fong
Location:	The project is located at southwest corner of West Beamer and Cottonwood Streets.		
Description:	Construction of a 21,053 sq. ft medical clinic.; and parcel map		
Status:	**Project has been approved. Staff has been meeting with the Architect.**		

Project: **Parkview Subdivision**

Phase: Re-zone. and Tentative Map **PM:** Pollard

Location: Spring Lake at the intersection of Meikle and Heritage Parkway.

Description: Conversion of multi family and school property to SFD

Status: **Staff completed conditions/comments and is now reviewing DA changes for zoning and is now reviewing and preparing conditions for Tentative Map.**

Project: **Pioneer Village – Unit 1 (AKA: Merritt Murphy)**

Phase: Plan Check **PM:** Fong

Location: Located north of Farmer's Central Road between Harry Lorenzo Avenue and Pioneer Avenue.

Description: Residential Subdivision in Spring Lake.

Status: **(No Change)** Applicant has resubmitted improvement plans, preparing to update plans and check improvements.

Project: **Standard Specification Update**

Phase: Administration **PM:** Karoly

Location: n/a

Description: Updating Engineering Standard Specifications to reflect current desires and practices. Items under consideration include LED street lights, surface seals, mapping basis, and AMR device change for water meters.

Status: **(No Change)** Addendum No. 2 was signed and issued on May 9, 2011.

Project: **Prudler Sievers (formerly known as Four Seasons - The Mall Expansion Site)**

Phase: Tentative map **PM:** Pollard

Location: The project is located on East Street south of the County Fair Mall.

Description: 38-acre Residential senior housing subdivision.

Status: **(No Change)** Prepared revised comments and met with applicant to discuss fees.

Project:	**Cal West Seeds**
Phase:	Tentative Map 4991 — **PM:** Pollard
Location:	The project is located off of Harry Lorenzo Avenue, north of Farmer's Central Road.
Description:	109 SFD map plus R-15 site.
Status:	**Staff has completed conditions for the map.**

Project:	**Final Map Processing**
Phase:	Processing final Maps — PM: Hatch
Location:	n/a
Description:	Processing final Parcel Maps or Sub Division Maps for recordation and division of land.
Status:	**Four (4) Subdivision Maps completed; Zero (0) Subdivision Maps in process; Three (3) Parcel maps completed; and One (1) Parcel Map in process**.

Project:	**Transportation Permits**
Phase:	Permit Issuance — PM: Hatch
Location:	n/a
Description:	Receiving Requests, Processing, and issuing oversized truck permits.
Status:	2011: **559 issued.**

Project:	**Subdivision 4675 Parkside**
Phase:	Final Map and Plan Submittal — PM: Fong/Pollard
Location:	The project is located at the intersection of Matmor and Sportspark Drive.
Description:	Final map for a subdivision located in the Spring Lake with 162 Residential lots and over $7 million in public improvements.
Status:	Construction is near completion except for Sports Park Drive and East Street intersection. **City has received Court order for immediate possession of land (30 days after serving papers) to acquire property to allow for completion of the Sports Park Drive and East Street intersection improvements. Staff also reviewing requests of the developer to modify reimbursement agreements.**

Project:	**Knaggs Annexation II**
Phase:	Annexation — PM: Pollard
Location:	See description below.
Description:	Annexation of approximately 160 acres near East Main Street and Road 102.
Status:	**Staff is starting to work on technical studies and is meeting with the applicant and consultant, and also preparing conditions for the maps and DA requirements.**

Project:	**Court House**
Phase:	Preliminary Design — PM: Fong/Pollard
Location:	5th Street and Main Street
Description:	Construction of $2 million traffic, sewer, water, and sidewalk improvements to support the new Courthouse.
Status:	**(No Change)** Staff met with project engineer to determine infrastructure requirements and is working with the Court to determine project processing requirements

Project:	**Heidrick II**
Phase:	Final Map — PM: Fong/Pollard
Location:	Located south of Farmer's Central Road between Harry Lorenzo Avenue and Pioneer Avenue.
Description:	Final of 69 lots on the Heidrick tentative map in Spring Lake.
Status:	**(No Change)** Applicant has requested plan review prior to map submittal. Plan review has been completed and returned to applicant. Draft agreements have been prepared for prospective buyer. Prepared revised conditions for Development Agreement Amendment. Staff is reviewing the third submittal of improvement plans. The project on hold pending applicant's payment of funds owed.

Project:	**Parkland Landscape Design**
Phase:	Landscape Design for Parkland — PM: Fong
Location:	See Description below.
Description:	Landscape plans for Parkland Avenue between Heritage and Marston between Parkland and Road 101.
Status:	**Staff has received re-submittal of plans.**

Project: **Widening Pioneer Avenue (CIP 09-24)**

Phase: Design PM: Fong

Location: See Description below.

Description: Widening Pioneer Avenue between Gibson Road and the Pioneer HS main entrance.

Status: **(No Change)** Staff is reviewing revised plans.

Project: **Road 25A (CIP 09-25)**

Phase: Road Rehabilitation PM: Fong

Location: The road rehabilitation will occur east of Highway 113 and west of Harry Lorenzo Avenue.

Description: Overlay and widening to standard width of 24 feet plus shoulders.

Status: **(No Change)** Received funding for design from Pulte Homes and executed contract for services with Cunningham Engineering Corporation. Environmental document being prepared by consultant.

Project: **Starlyn Park, Phase 2**

Phase: Construction PM: Heath

Location: South of Branigan, West of Phase 1, North Gibson, East of Shopping Center

Description: **Construction of public infrastructure improvements.**

Status: **(No Change)** Contractor began work on May 16, 2011. Rough grading has been completed and sanitary sewer is being installed.

Project: **Chase Bank**

Phase: Design PM: Weichel

Location: The project is located at the corner of Walnut and Main Streets.

Description: Constructing Downtown improvements along the property frontage.

Status: **The project is under construction.**

Project:	**Capital Projects**		
Phase:	Pre-Design, Design, Bidding, Construction	PM:	Ayon, Brant, Burnham, Camacho, Chavez, Fisher, Heath, Karoly, Meyer, Scott, Sharp, Weiser, Wurzel
Location:	n/a		
Description:	Capital Projects		
Status:	**(No Change)** Capital Improvement Project Execution **-** Engineering staff is managing/designing 34 active projects (FY 10/11 budget = $24 million) and assisting with PW managed CIPs. For detailed summary of all Capital projects, please see the separate document "CDD Capital Project Status Report."		

Project:	**Misc. Encroachment Permits**		
Phase:	Construction	**PM:**	Heath
Location:	Various locations.		
Description:	Minor improvements performed with the Public Right of Way		
Status:	**(No Change)** Encroachment Permit Inspection –One (1) 2008 permit still active; nine (9) 2009 permits still active. Six (6) 2010 permits are still active; Eighteen (18) permits issued thus far in 2011.		

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Capital Budget Execution Status Report – Community Development Managed Projects

Report in Brief

The procedures approved with the Capital Budget authorized the City Manager to award design/consultant service contracts and to issue Invitations for Bid for construction contracts within approved scope and budget. A Capital Budget Execution Status Report is attached showing recent actions taken relative to the Capital Budget for projects managed within the Community Development Department. Projects managed by Public Works are included with their monthly report.

Staff is available to address any questions Council may have.

Prepared by: Michael Karoly, PE
Sr. Civil Engineer

Reviewed by: Brent Meyer, PE
Principal Civil Engineer

Reviewed by: Nicholas J. Ponticello
CDD Director

____

Gregor G. Meyer
City Manager

Attachment: Capital Budget Status Report

MILESTONE EVENTS

ADMINISTRATION

Project: **Engineering Standards**

Phase: Admin **PM:** Karoly

Description: Preparing an update to the Engineering Standards to **add changes resulting from Caltrans updated Standard Specifications** and other misc. changes.

Status:

- **Drafting Addendum #3.**

DETAILED PROJECT LISTING

Project: **97-24, Interstate 5 & County Road 102 Interchange Improvement**

Phase: Construction **PM:** Ayon

Description: This project consists of the construction of a southbound I-5 on-ramp, modifications to the existing on-ramps and off-ramps, widening CR 102 from two to four lanes between the NB ramp terminal and the SB ramp terminal, and widening CR 102 to six lanes from the SB ramp terminal to Maxwell Avenue.

Status:

- Contractor started work during August 2010 and construction completion is expected in **December** 2011.
- Completing bridge work and continuing with on/off ramp construction.
- **Traffic was shifted to the new portion of the bridge to accommodate work on existing portions of CR 102.**
- **Performed annual update of construction storm water permit.**

Project: **98-01, Matmor and E. Gum Traffic Signal**

Phase: Design **PM:** Camacho

Description: Install a new traffic signal at the intersection of E. Gum and Matmor. The project is a CEQA requirement of the Parkside development project. Project will install turn pockets and make any needed ADA improvements

Status:

- Traffic Engineering staff's recommendation of the parking restriction was presented to the Traffic Safety Commission on May 2 and was unanimously approved 3-0.
- Designing traffic signal using approved recommendation of the parking restriction.

Project: **00-04, Lemen, North and East Streets Realignment**

Phase: Design **PM:** Ayon

Description: This is a Federal Aid project to realign Lemen Avenue opposite North Street, install a traffic signal, and construct a median on East Street at Court Street to prevent left turns to and from Court Street. Signal interconnects between Main Street and North Street will be included.

Status:

- State Funding: During Caltrans' review **of staff's request for Construction Authorization**, Caltrans notified the City that they are requiring the environmental clearance be revalidated. In process of revalidating environmental clearance. **LSA Associates completed the required environmental report and submitted to Caltrans for their review and approval.**
- Completing design documents **and including plan review comments**.
- Undergrounding District: Coordinating with PG&E/Wave/AT&T to reset required boxes to grade during construction. **Coordinating with PG&E to relocate underground facilities.**
- Staff plans to bid the project in winter 2012 and start construction in spring 2012.

Project: **00-06, I-5 and Highway 113 Interconnect, Phase 2**

Phase: Design **PM:** Ayon

Description: This project includes the construction of the freeway to freeway connector from northbound I-5 to southbound SR 113. This project is being designed and managed by Caltrans.

Status:

- Caltrans is managing Right of Way acquisition and utility relocation; 4 parcels left to acquire for right-of-way and utility relocations.
- **City is considering delaying this project. A separate staff report will be coming forward in October to address this issue.**

Project: **01-04, Traffic Model Update**

Phase: Pre-Engineering **PM:** B. Meyer

Description: The project includes an update of the City's Traffic Model to reflect changes due to development, and zoning of new growth areas and the update of the Streets Master Plan to address changes in growth, zoning, and the general plan update.

Status:

- Council approval is planned for fall 2011.

Project: **05-09, Main Street widening (west bound), East to 6th Streets**
09-18, East & Main Storm Drain Deficiency Replacement/Repair

Phase: Construction **PM:** Burnham

Description: The 05-09 project will widen the north side of Main Street from East Street to Sixth Street by widening to allow two lanes of westbound traffic through the intersection.

The 09-18 project will construct new 18" storm main crossing of RR tracks to replace one of two 6" pipe crossings.

Status:

- On August 15th, Teichert **discovered a** damaged existing 12kv underground PGE electric line that serves most of downtown **at 6th Street**. **PGE repaired the 12kv conduit damage on Friday, Sept. 9th.**
- **The conflict remains with the existing 12kv line in East Street at the new storm line crossing. PGE was not able to resolve this conflict during the repair at the 6th Street location.**
- **Teichert will continue with construction work on Monday, Sept. 19. It will take at least one month to complete the work.**

Project: **08-21, Annual Sewer Repair and Replacement**

Phase: Design **PM:** Chavez

Description: Repair and/or replacement of existing sewer mains and laterals based on priorities as determined during routine maintenance work and **video** surveys of facilities.

Status:

- Investigating sewer trunk mains from Beamer & CR 102 to SS lift station at E. Main Street for purposes of designing rehabilitation.
- CCTV to investigate and report on existing sewer mains in the Sycamore Ranch/South-East Area part of town. This is the area of town where the "sinkhole" occurred a few **months** ago. Investigation is complete and **staff is waiting for the final report from the Contractor. A few cracks and breaks were found and staff will determine the best approach on dealing with these issues.**
- Issuing RFP to **video inspection** companies to provide services to investigate and report on existing 'Orangeburg' laterals for future replacement.
- Designing sewer point repair project at various locations around town. **Blackburn Consulting performed soils investigation work.**

Project: **08-58, Downtown Beautification**

Phase: Design **PM:** Karoly

Description: Enhance downtown's role as the government, dining, entertainment, cultural and retail/specialty center of the community. Also preserve, as appropriate, historic architectural features. Project limits are Main Street from East Street to Third Street. Possible improvements include curb bulb-outs at intersections, traffic signal at 5th and other features as appropriate or affordable. Funded by a SACOG 2010 Community Design Grant.

Status:

- Blackburn Consulting **performed soils investigation work.**
- **Design work proceeding.**

Project:	**09-21, Series Street Light Replacement, Phase 3**		
Phase:	Design	**PM:**	Chavez
Description:	Design and construct a replacement lighting system for about 1/3 of the Gibson-College circuit.		
Status:	• CDBG Funding approved for first part of Phase 3 replacement in the Gibson-College circuit. **Awaiting approval of 2011 CDBG plan by HUD.**		

Project:	**09-22, Water Meter Phase 2**		
Phase:	Construction	**PM:**	Heath
Description:	Grant funded project to install water meters on existing unmetered water services throughout the city. Project design was managed by PW; Construction is managed by CDD. Grant is primarily funded by American Reinvestment and Recovery Act (A.R.R.A.) funds.		
Status:	• Work started on September 28, 2009; anticipate completion in January 2012. • The contractor has completed approximately **9,415** (99%) meter conversions out of 9,420 total meters in the contract. Contract work is anticipated to be completed by the end of September. • The goal is to use up the grant/loan funds under the Teichert contract. Any remaining properties to be metered will be included in a phase 3 project to be designed and bid separately. • Preparing plans and specifications for changeover of condominium type properties (Phase 3). Final quantities and scope of work will be determined after completion of Phase 2 work. Bidding is scheduled for winter 2011.		

Project:	**09-24, Pioneer Avenue Widening from Gibson Avenue to Farmers Central Road**		
Phase:	Design	**PM:**	Fong
Description:	Widen Pioneer Avenue to ultimate width (4 lanes) from Gibson to the future Collector 4 intersection (also High School entrance). Includes installing Traffic Signal at Pioneer/Collector 4, transitioning from full width road section north of Collector 4 to the existing two lanes south of Collector 4, and related sewer and storm drain improvements.		
Status:	• Project is under design; construction delayed until funding is resolved.		

Project:	**09-25, County Road 25A from County Road 101 to State Highway 113**		
Phase:	Design	**PM:**	Fong
Description:	Pavement rehabilitation and widening of County Road 25A between Highway 113 and County Road 101. Final configuration will be a 2-lane roadway.		
Status:	• Design funding provided by Pulte (Centex) in January 2010. • Project is under design		

Project: **09-26, Energy Efficiency Community Block Grant (A.R.R.A.)**

Phase: Purchase **PM:** Karoly

Description: Purchase and install LED Street Lights to replace existing HPS lights. The funding for this project is Federal Economic Recovery Act (A.R.R.A.).

Status:

- City crews **completed installation of** 1,381 LED light fixtures**.**
- **PW staff is requesting PGE rebate for new LED lights.**

Project: **09-27, Pioneer Widening from Farmers Central Road to Heritage Parkway**

Phase: Construction **PM:** Heath

Description: Construct 2-lanes of future 4-lane roadway, including street lighting, along Pioneer Avenue, south of Farmer's Central Road to Pioneer/Parkland to Parkland/Heritage Parkway, to provide better connectivity within Springlake area.

Status:

- Construction contract awarded to DeSilva Gates at June 21 Council meeting.
- Construction started on July 25th. Rough grading completed, currently working on underground sewer, water and storm drains.

Project: **10-01, Irrigation Rehabilitation Phases 2 and 3**

Phase: Construction (ph 2) **PM:** Burnham (ph 2)

Design (ph 3) Karoly (grant admin & ph 3)

Description: This project will upgrade existing irrigation systems to conserve on energy and water use. Proposition 50 Grant funds must be spent by December 2012. Project work includes installing centralized irrigation control, booster pumps, replacing in-ground irrigation systems and turf repair/replacement.

Status:

- Quarterly Report for Apr-Jun 2010 prepared and submitted to the State for review and **approved for state payment.**
- Phase 2 work (2011) includes complete replacement of the irrigation systems at City and Harris Parks, installation of new booster pumps and centralized controllers at Cline, Douglass, and Schneider Parks and installation of controllers at Woodside, John Ferns, Crawford, Pioneer Klenhard and Campbell Parks.
  - City and Harris Parks **reseeded and are in 90 day establishment period.** Contractor working on parks with booster pump and/or controller replacements.
- Phase 3 (2012) work will include complete replacement of the irrigation systems at Beamer Park (& Circle), Freeman, Tredway Parks, and Buchignani Field (depending on budget since County owned), and installation of controllers at Everman, Clark Field, Roddy, Traynham, Streng Pond and Woodland Cemetery. This work will be constructed during summer 2012.
  - Reviewed design development submittal and returned comments to Callander Associates.

Project:	**10-06, 2010/11 ADA Improvements**
Phase:	Construction **PM:** Camacho
Description:	Project will re-construct ADA required improvements such as curb ramps, driveways and sidewalk to improve existing pedestrian paths of travel in the public right of way.
Status:	• The construction contract was awarded to RSC and a notice to proceed was issued with a July 11th starting date. Construction is estimated to be complete by **late** September.

Project:	**10-07, East Kentucky Rehab (East to Harter)**
Phase:	Design **PM:** Burnham
Description:	Project will rehabilitate E. Kentucky from East Street to Harter Avenue; including adding bike lanes to close the bike system gap on Kentucky. The project will reconstruct the pavement, valley gutters and curb. This project is Federal-Aid funded by SACOG in 2012. Local funds are being used for design.
Status:	• Design work **proceeding.**

Project:	**10-09, Gibson Ranch Landscaping; Spring Lake Ct. & Bourne Dr.**
Phase:	Design **PM:** Karoly
Description:	Install landscaping along the south side of Spring Lake Court and at the north end of Bourne Drive. These improvements are the last remaining portions of landscaping in the public right of way to be completed in the Gibson Ranch development.
Status:	• Construction will be coordinated with Phase 3 of the Parks Irrigation Rehab (10-01) project. Work will be performed during Summer 2012.

Project:	**12-07, 2012 Road Maintenance Project**
Phase:	Construction **PM:** Burnham
Description:	Project will perform pavement maintenance seals on the area bounded by CR102, SR113, I-5 and Gibson Road
Status:	• Project was approved by council for bidding and City Manager award on July 19, 2011 • Project was advertised on July 20 and bids were opened on August 4 • Intermountain Slurry Seal was identified as the lowest, responsive, responsible bidder. The bid by Valley Slurry Seal was determined to be non-responsive. • Bid Protests were filed by Valley Slurry Seal and by Intermountain. The Valley Slurry Seal bid protest was denied and the Intermountain protest was partially upheld. • Construction is anticipated to begin **mid-September** for completion by the end of October.

Project:	**12-09, Water Meter Ph. 3**
Phase:	**Design** **PM:** **Okupe, Heath**
Description:	**Project will install water meters at common-ownership multi-family (MF) complexes and other commercial properties using city only funds.**
Status:	• **Preparing designs for MF sites** • **Researching and obtaining needed permissions to enter properties for installation and maintenance of city meters.**

Project:	**12-10, Water Meter Road Maintenance**
Phase:	**Design** **PM:** **Wurzel**
Description:	**Project will perform pavement maintenance work on roadways with pavements cuts from the Ph 2 Water Meter installation work.**
Status:	• **Commencing design work.**

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Employment Agreement for Interim City Manager

Report in Brief

Following Mr. Deven's announcement of his departure, a City Council subcommittee interviewed three candidates for the position of interim city manager. On September 20th, the City Council met in closed session to consider the various candidates available. Based on direction from the City Council, the City Attorney's office has prepared the attached employment agreement between the City and Kevin O'Rourke, under which Mr. O'Rourke would serve as the City's interim city manager.

Discussion

Under Chapter 2, Article III of the Woodland Municipal Code, the office of city manager has been created to supervise the daily administration of the City and its departments. The city manager's role is to take direction from the City Council on policy matters, and to ensure that the operations of the City reflect those policy directions. With Mr. Deven's departure, there is a need to hire a new city manager. The process of hiring a permanent city manager is expected to take several months, so an interim manager is required until a permanent replacement can be selected.

The recommendation of the ad hoc Council committee tasked with interviewing interim city manager candidates was to employ Kevin O'Rourke in this role. The City Attorney's office prepared the attached agreement, which has been reviewed by Mr. O'Rourke and reflects his comments. Under this agreement, Mr. O'Rourke would be an at-will employee, subject to termination at any time by the City Council with or without cause. He would have essentially the same job duties as a permanent city manager.

Fiscal Impact

The draft agreement would pay Mr. O'Rourke the sum of $20,326 per month. This is the same amount that Mr. Deven was receiving in salary and benefits, and Mr. O'Rourke will not receive any benefits that City employees typically receive, including retirement and health care.

Alternative Courses of Action

1. Authorize the Mayor to execute the attached employment agreement with Mr. O'Rourke.

2. Do not authorize the Mayor to execute the attached agreement, and provide alternative direction to staff.

Recommendation for Action

Staff recommends that the City Council approve Alternative No. 1.

____
Andrew Morris
City Attorney

Attachment No 1: Interim City Manager Employment Agreement

CITY OF WOODLAND

EMPLOYMENT AGREEMENT
FOR
NON-REPRESENTED EMPLOYEE
(INTERIM CITY MANAGER)

1. PARTIES AND DATE.

This Agreement ("Agreement") is made and entered into this 3rd day of October, 2011 by and between the City of Woodland, a municipal corporation ("City") and Kevin O'Rourke, an individual ("Employee"), in order to provide in writing the terms and conditions of employment for interim City Manager services. City and Employee are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Employment of Interim City Manager.

City desires to employ the services of Employee as interim City Manager for the City of Woodland, and Employee desires to accept employment as interim City Manager. It is the desire of the Parties through this Agreement to establish conditions of employment and to set working conditions for Employee.

3. TERMS.

3.1 Duties.

3.1.1 Designated Duties. City hereby agrees to employ Employee as interim City Manager of City to perform the functions and duties in accordance with applicable state law, the City's Municipal Code (including, but not limited to Article III of Chapter 2), as well as the approved City job description for the position. Employee shall also perform other legally permissible and proper duties and functions as the City Council shall from time to time assign .

3.1.2 Control and Supervision. Employee shall serve at the will and pleasure of the City Council pursuant to the terms and limitations of this Agreement, and will be under the day-to-day supervision and direction of the City Council.

3.1.3 City Council Meetings and Presence in Woodland. Employee shall attend all City Council meetings, unless excused or directed otherwise. Employee shall be present and working from Monday through Friday of each week, except to the extent that City-observed holidays occur, and provided that Employee may set his own schedule provided that Employee is discharging the duties of interim City Manager. Employee's monthly compensation will not change regardless of additional or fewer days worked in a particular month due to holidays.

3.1.4 Moonlighting. Employee will focus his professional time, ability, and attention on City business during the term of this Agreement. To the extent consistent with applicable law, Employee shall not engage in any other business duties or pursuits whatsoever or, directly or indirectly, render any services of a business, commercial or professional nature to any other person or organization, whether for compensation or otherwise, without the prior consent of the City Council, except that:

(1) The expenditure of reasonable amounts of time not in conflict with the City's needs and interests, for educational, charitable, community, and professional activities, shall not be deemed a breach of this Agreement and shall not require prior consent. Such activities may include, but are not limited to, involvement with the League of California Cities, the International City/County Management Association, and other nonprofit associations, and the completion of the occasional outside consulting project.

(2) This Agreement shall not be interpreted to prohibit Employee from making passive personal investments or conducting private business affairs if those activities do not materially interfere with the services required under this Agreement or create conflicts of interest.

3.1.5 City Documents. All data, studies, reports and other documents prepared by Employee while performing his duties during the term of this Agreement shall be furnished to and become the property of the City, without restriction or limitation on their use. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by or provided to Employee in connection with the performance of this Agreement shall be held confidential by Employee. Such materials shall not, without the prior written consent of the City Council, be used by Employee for any purposes other than the performance of his duties. Nor shall such materials be disclosed to any person or entity not connected with the performance of services under this Agreement, except as required by law. The terms of this Section 3.1.5 shall survive termination or expiration of this Agreement.

3.1.6 Rights and Obligations of Employee and City. City and Employee shall have the rights and obligations of public entities and public employers, respectively, set forth in Division 3.6 of Title 1 of the California Government Code, commencing with Section 810.

3.2 Term; Termination; Severance Pay.

3.2.1 Term. This Agreement shall become effective on October 3, 2011 and shall continue until terminated either by the City Council or by Employee ("Initial Term").

3.2.2 Termination. The Parties understand and agree that the employment relationship created by this Agreement is "at-will" and that the Employee shall serve at the will and pleasure of the City Council. The Employee may be terminated at any time for cause, with no advance notice. For purposes of this Agreement, a termination for cause shall be any termination for any cause set forth in California Government Code section 19572. To terminate the Employee without cause, the City Council shall provide the Employee with a 15-day notice. Nothing in any statute, ordinance, or rule shall prevent, limit or otherwise interfere with the right of the City Council to terminate, without right of appeal or grievance, the employment of the Employee at any time, as provided herein. Accordingly, Employee agrees that this Agreement sets forth the only terms and conditions applicable to the termination of his employment, and that Employee shall not be entitled to severance under any conditions.

3.2.3 Automatic Termination. This Agreement, and Employee's employment, shall automatically terminate upon the happening of any of the following events:

(1) Upon mutual agreement in writing by both Parties to terminate this Agreement.

(2) Upon thirty (30) days notice of resignation given to City by Employee.

(3) Upon fifteen (15) days notice of employment termination given to Employee by City.

(4) Upon the death of Employee.

3.2.4 Notice for Resignation. In the event Employee voluntarily resigns his position with City, then Employee shall give City thirty (30) days notice in advance, unless the Parties otherwise agree.

3.3 Salary.

City shall compensate Employee at a monthly base salary equal to Twenty Thousand Three Hundred Twenty-Six Dollars ($20,326), prorated for any partial months worked. This base salary shall be payable monthly at the same time as other employees of the City are paid.

3.4 Fringe Benefits.

3.4.1 Leave and Insurance Benefits. City shall provide Employee no benefits of any kind, including but not limited to membership in the California Public Employees Retirement System (PERS), annual leave, health insurance, dental or optical insurance, life insurance, long-term disability coverage, or other insurance.

3.4.2 Telephone and Technology. City shall provide Employee with a cellular telephone and an Apple iPad device capable of receiving and sending email and accessing the Internet. City shall pay for service to these devices, which shall be returned to City upon expiration or termination of Employee's employment. Alternatively, Employee may provide his own devices at his own expense and City shall pay for service only.

3.5 Notices.

Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage pre-paid, addressed as follows:

CITY:	City of Woodland 300 First Street Woodland, CA 95695 ATTN: Mayor
Employee:	Kevin O'Rourke 3252 Southern Hills Fairfield, CA 94534

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

3.6 General Provisions.

3.6.1 Entire Agreement. The text herein shall constitute the entire agreement between the Parties.

3.6.2 Severability. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

3.6.3 Bonding. If applicable, the City shall bear the full cost of any fidelity or other bonds required of Employee in the performance of his duties as City Manager.

3.6.4 Modification. Any modification of this Agreement will be effective only if it is in writing and signed by both Parties.

3.6.5 Effect of Waiver. The failure of either Party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other Party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

3.6.6 Assignment. Neither this Agreement, nor any right, privilege or obligation of Employee hereunder shall be assigned or transferred by his without the prior written consent of the City Council. Any attempt at assignment or transfer in violation of this provision shall, at the option of the City Council, be null and void and may be considered a material breach of this Agreement.

3.6.7 Law Governing Agreement. This Agreement shall be governed by and construed in accordance with the laws of the State of California. Venue shall be in Yolo County, California.

3.6.8 No Presumption of Drafter. The Parties acknowledge and agree that the terms and provisions of this Agreement have been negotiated and discussed between the Parties, and this Agreement reflects their mutual agreement regarding the subject matter of this Agreement. Because of the nature of such negotiations and discussions, it would be inappropriate to deem any Party to be the drafter of this Agreement and, therefore, no presumption for or against validity or as to any interpretation hereof, based upon the identity of the drafter shall be applicable in interpreting or enforcing this Agreement.

3.6.9 Attorneys' Fees. If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing Party shall be entitled to recover such amount as the court may award as reasonable attorneys' fees and costs.

3.6.10 Assistance of Counsel. Each Party to this Agreement warrants to the other Party that it has either had the assistance of counsel in negotiation for, and preparation of, this Agreement or could have had such assistance and voluntarily declined to obtain such assistance.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the City of Woodland has caused this Employment Agreement to be signed and executed on its behalf by its City Council, and duly attested by its City Clerk, and Employee has signed and executed this Employment Agreement, both in duplicate, effective on the day and year first above written.

CITY OF WOODLAND

By: ____

Artemio Pimentel
Mayor

ATTEST:

____

Ana Gonzalez
City Clerk

APPROVED AS TO FORM:

____

Andrew Morris
Best Best & Krieger LLP
City Attorney

EMPLOYEE

By: ____

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Adopt Resolution to Approve Certain Terms and Conditions of Employment for the Mid-Management Professional Association

Report in Brief

On December 7, 2011, the City's agreement with the Mid-Management Professional Association (MMPA) will expire. The City has been in discussion with MMPA since July 2011 and has reached an agreement.

Staff recommends that the City Council adopt the attached Resolution to implement an agreement that would be effective from December 8, 2011 through June 30, 2014 with the MMPA.

Background

MMPA consists of a cross section of employees in all City Departments including Management Analysts, Engineers, Planners, Infrastructure Superintendents, Librarians, and economic and redevelopment staff. The City and MMPA could not reach an agreement last year resulting in the City imposing terms and conditions of employment on the unit from December 8, 2010 through December 7, 2011. With the start of negotiations between the City and MMPA in July 2011, MMPA expressed a sincere desire to work with the City and assist in resolving budgetary issues.

Discussion

Highlights of the agreement include establishing a second tier pension plan for newly hired employees, commencing the payment of employee paid medical contributions of 8% by the employees instead of the City with a concurrent 8% salary increase, and changing the total medical benefit to be the dollar amount necessary for the City to pay the full cost of the third highest plan available in the region consistent with the City's safety employees. Additionally, the agreement includes maintaining the furlough program through June 30, 2012. In FY 2013, MMPA will cease furloughs and return to a regular schedule which will maintain staffing during the holiday periods when City offices and facilities have been closed. The elimination of furloughs will return MMPA salaries to their "pre-furlough" levels. COLAs are delayed and phased at 2% on July 1, 2013 and 2% on January 1, 2014 with the MOU running through June 30, 2014.

Fiscal Impact

The adoption of this resolution is consistent with the City's 10 Year Financial Plan.

Public Contact

Posting of the City Council agenda.

Alternative Course of Action

1. Adopt the attached Resolution to implement terms and conditions of employment through June 30, 2014 for MMPA.

2. Do not adopt the Resolution and direct staff to reinitiate negotiations.

Recommendation for Action

Staff recommends that the City Council approve Alternative No. 1.

Prepared by: Christine Engel
Human Resources Analyst

____
Gregor G. Meyer
City Manager

Attachment: Mid-Management Professional Association Resolution

MEMORANDUM OF UNDERSTANDING

between the

City of Woodland

and the

Mid-Management Association

December 8, 2011 – June 30, 2014

RESOLUTION NUMBER: ____.

**MEMORANDUM OF UNDERSTANDING
CONCERNING MID-MANAGEMENT UNIT EMPLOYEES
OF THE CITY OF WOODLAND**

The City of Woodland and the City of Woodland Mid-Management Association, representing employees employed by the City of Woodland in the classifications designated herein in Article I, Section I under the title "Application," by and through their authorized representatives hereby ratify as and for a memorandum of understanding the attached Resolution entitled "A Resolution of the City Council of the City of Woodland Approving Certain Terms and Conditions for Mid-Management Unit Employees" including the exhibits appended hereto, and recommend that the same be adopted by the City Council of the City of Woodland. Provisions outlined in this Resolution shall be incorporated into the City's adopted Personnel Rules and Regulations and thereafter the attached Resolution shall be used merely for purposes of interpreting the specific rules and regulations addressed. In resolving questions of interpretation, the Resolution shall be the primary source in all cases.

DATED: 9/23/2011

Christopher Fong
Representative of the City of Woodland Mid-Management Association

Representative of the City Woodland

The foregoing Resolution and exhibits appended thereto hereby are approved by the City Council of the City of Woodland on this __ day of ____________.

Artemio Pimentel, Mayor

RESOLUTION NO. ________.

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WOODLAND APPROVING CERTAIN TERMS AND CONDITIONS FOR
MID MANAGEMENT UNIT EMPLOYEES

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EXHIBIT A SALARY RANGE SCHEDULE (MODIFIED)

EFFECTIVE JULY 1, 2011 19

ARTICLE I
GENERAL PROVISIONS

1.1 Application

1.1.1 This Resolution applies to employees in the following classifications and ranges:

Classification	Range
Accountant I	116
Accountant II	120
Accountant,, Senior	125
Building Inspection Services Manager	132
Chief Building Official	140
Chief Project Engineer	145
Chief Plant Operator	132
Deputy Director Community Development	147
Deputy Public Works Director	144
Economic Development Manager	136
Engineer, Junior	121
Engineer, Assistant	125
Engineer, Associate	127
Engineer, Associate Civil	131
Engineer, Transportation	134
Engineer, Senior Civil	138
Engineer, Principal Civil	141
Environmental Resources Analyst	127
Finance Officer	141
Fleet & Facilities Manager	131
Information Systems Administrator	132
Infrastructure Operations & Maintenance Superintendent	132
Laboratory Supervisor	127
Librarian I	114
Librarian II	118
Librarian III	122
Librarian, Children's II	118
Management Analyst I	120
Management Analyst II	125
Management Analyst, Senior	131
Office Manager	115
Park Planner	132
Park Superintendent	132
Planner, Junior	113
Planner, Assistant	118
Planner, Associate	124
Planner, Senior	132
Planner, Principal	136
Planning Manager	140
Police Crime & Intelligence Analyst	117
Police Records Manager	120

Purchasing Manager	123
Recreation Superintendent	131
Redevelopment and Housing Analyst I	120
Redevelopment and Housing Analyst II	124
Redevelopment Manager	136
Senior Center Manager	120
Sports Manager	125
Technology Services Manager	138
Water Pollution Control Facility Superintendent	141

1.2 Term and Compensation Study (MODIFIED)

1.2.1 Except where the context otherwise determines or otherwise provides, the provisions of this Resolution shall apply from December 8, 2011, and for such reasonable time thereafter as may be required to ratify, revise and supersede such provisions by action taken by the Woodland City Council after good faith negotiations pursuant to the Meyers-Milias Brown (MM) Act.

1.2.2 The City and Association shall begin negotiations for the period beginning July 1, 2014 on or before April 1, 2014.

1.2.2.1 By January 2014, the City will initiate analysis of benchmark city selection and will conclude this analysis by March 2014. The City and Association shall meet before March 15, 2014 to review the benchmark cities and to identify which classifications will be used in a compensation study that the City and Association will jointly undertake and finish by April 1, 2014.

1.3 Purpose (MODIFIED)

1.3.1 The purpose of this Resolution is to provide certainty in payment of employee compensation over a 31 month period.

ARTICLE II
COMPENSATION

2.1 Salary (MODIFIED)

2.1.1 Salary schedules for unit classifications shall be increased by 2% effective July 1, 2013 and 2% January 1, 2014 (See Exhibit A):

2.1.2 Retroactive Payment of Salaries. The City's practice of paying retroactive compensation stemming from ratification of Memoranda of Understanding is to pay retroactive compensation only to active employees at the time of the City Council's approval of the MOU. This practice is hereby memorialized in this agreement between the City and the Association.

2.2 Furloughs (NEW)

2.2.1 Represented unit employees agree to an unpaid furlough of 96 hours in fiscal year 2011/12. Hours will be deducted in equal amounts from each monthly paycheck.

Furlough time will be held in a bank separate from vacation or sick time. Employees having furlough time in their furlough bank will be allowed to use furlough time instead of sick time or vacation time. In addition the City will designate days that City offices will be closed. Unless instructed to work employees will utilize furlough hours on those days. Presently, it is the City's intention to be closed on November21,22 and 23, 2011; December 27,28,29, and 30.

When using furlough time in lieu of sick time or vacation, all furlough time use requests must be made in accordance with department policy and will be subject to the restrictions of the type of leave.

The responsibility of monitoring the amount of time in the furlough bank and proper use rests with the employee. It is the expectation that employees will use their furlough time by the end of the fiscal year; however, balances will be carried forward.

If an employee works a designated furlough day, they will receive their regular pay, and will have to take another day as the replacement furlough day in accordance with their departments policy.

Furlough hours/usage will be prorated for employees working less than the furlough period covered by this MOU with appropriate adjustments made to final settlement pay.

2.3 Uniforms

2.3.1 Represented employees required by their Department Director to wear a uniform shall, at the Departments Director's discretion, be provided with the uniform and corresponding laundry service for the uniform.

2.4 Longevity Pay

2.4.1 The City shall pay longevity pay according to the following schedule on the last pay day before Christmas each year:

Length of Service	Amount
10 years	$300 per year
15 years	$350 per year
20 years	$400 per year

2.5 Promotional Pay

2.5.1The City agrees that all promotions within the unit shall result in a minimum five percent (5%) increase in pay for the affected employee.

2.6 Out of Class Work

2. 6.1 Assignment to perform work of a higher level classification: Employees assigned by their supervisors to perform the essential duties of a higher level classification shall receive an additional five percent (5%) of base pay as out of class compensation. Payment shall continue for the term of the assignment to the higher level classification duties. Assignments shall be limited to six (6) months, which may be extended on approval of the City Manager.

2.6.2 Assignment as Acting Department Head: In the case of assignment as an acting department head, the minimum period of time to be eligible for acting pay must be twenty-four (24) consecutive work hours (3 days). The compensation shall be an additional ten percent (10%) of the base pay. Payment shall continue for the term of the assignment to the higher level classification duties. Acting assignments shall be limited to six (6) months, which may be extended on approval of the City Manager.

2.6.3 Assignment of duties beyond the scope of employee's classification: Employees assigned to perform significant and additional duties outside the scope of their job description shall receive an additional five percent (5%) of base pay as special assignment pay.

2.7 Administrative Leave

2.7.1 Each represented employee shall receive an annual bank of ninety-six (96) hours administrative leave on July 1 of each year. This administrative leave shall be in addition to accrued vacation leave and other leaves provided by the City.

Administrative leave shall be subject to the same rules for usage and accounting as vacation leave with the following exceptions:

2.7.2 Each employee may, at his/her request, have up to forty (40) unused hours of the bank paid directly to him/her at their hourly rate of pay in effect at the time of the request.

2.7.3 No employee may carry over any balance past June 30 each year.

2.7.4 It is recognized that in some instances unit employees may be required to work extraordinarily long hours on special projects or unique circumstances. Should such an extraordinary occasion arise, the Department Director may recommend to the City Manager that the employee be granted additional Administrative Leave in addition to the 96 hours already provided subject to the following provisions:

2.7.4.1 Additional Administrative Leave hours granted cannot exceed 24 hours in any Fiscal Year.

2.7.4.2 Additional Administrative Leave hours must be approved by the Personnel Officer and specifically authorized by the City Manager.

2.7.4.3 Additional Administrative Leave shall not be construed to constitute overtime compensation nor be applied on an hour for hour basis.

2.7.5 Employees terminating prior to January 1 of any fiscal year shall be responsible for repaying a prorated share of Administrative Leave credited to them on July 1. For example, an employee working 25% of the year would owe the City 60 hours of

Administrative Leave. If more than 20 hours of Administrative Leave had already been taken in time off or cash, at the time of termination, the employee would be responsible for payment of the balance of the hours due in either vacation leave or in cash. Cash payment would be made at the current rate of pay.

2.8 Bilingual Pay

2.8.1 Designated bilingual employees shall receive additional compensation above their regular salary at a rate of One Hundred and Fifty Dollars ($150) per month.

2.9 Jury Duty

2.9.1 Employees shall be entitled to receive full pay in addition to any compensation received for serving as a member of a jury. This does not include Grand Jury duty.

2.10 Library Sunday Hours

2.10.1 Librarians who were employed by the City of Woodland as such on July 1, 1999 and who are required to work on Sundays shall receive a thirty-five ($35) dollar Sunday premium payment for each Sunday worked. These employees are hereinafter referred to as tenured Librarians. Librarians hired after July 1, 1999 (new Librarians) shall be also required to work on Sundays but will not be eligible for any premium payment or provisions set forth in this section.

2.10.2 Tenured Librarians shall not be required to work on Sundays more frequently than one Sunday in four.

2.10.3 Only one Librarian will be required to work on Sundays and "Librarian phone service" will not be required on Sundays.

2.10.4 If the Librarian scheduled to work on a Sunday is unable to work (illness or approved absence), then no other Librarian shall be required to change his/her schedule to cover that absence unless (1) approved by the Library Services Director and (2) the Librarian is agreeable to work that Sunday.

2.10.4.1 In such cases, the Librarian shall be paid one hundred and fifty ($150) dollars for working that Sunday and will be required only to work the four hours the Library is open to the public.

2.11 Deferred Compensation.

The City of Woodland will match an individual's deferred compensation contribution up to two percent (2%) of the individual's base salary as reflected in Exhibit A. Only plans approved by the City in its deferred compensation program will be eligible for City contribution. At the time of this contract ratification, the City offers three deferred compensation providers from which employees may select. Individual employees will be responsible to ensure their contribution and the City's matching contribution meet Internal Revenue Code Section 457 deferred compensation program requirements. In addition, as their salary is adjusted, individual employees will be responsible to make periodic changes to the amounts of compensation deferred.

ARTICLE III
EDUCATION INCENTIVE

3.1 Professional Growth Incentive

3.1.1 Employees covered by this Resolution are eligible to participate in the Professional Growth Incentive Program. Employees may receive a reimbursement for professional memberships (including licenses, applications and renewal fees), subscriptions, professional training, attainment of academic degrees, and equipment limited to desktop computers or components (memory, hard drives, video cards, power supplies, mother boards), keyboards, monitors, computer mouse(s)/pointing devices, laptop/notebook/tablet computers, printers, City standard suite of office productivity software (currently Microsoft Office Suite), and personal digital assistants (PDA) and accessories, unless considered used mostly for personal entertainment. All such requests require advance approval by the City. Maximum reimbursement per fiscal year per employee shall be $625.00.

ARTICLE IV
MEDICAL AND RELATED BENEFITS

4.1 Medical Insurance (MODIFIED)

4.1.1 The City shall make available to all unit employees, the CalPERS medical insurance program. Employees shall have the option of enrolling in any of the plans provided by CalPERS.

4.1.2 For Employees **hired *before* October 26, 2006**, the City provides a two tier medical benefits program:

- Tier One: Employee Only and Employee plus One
- Tier Two: Employee plus Family

4.1.2.1 Employees hired before October 26, 2006 who provide proof of dual coverage under PERS or other medical insurance programs may decline to accept medical coverage. These employees shall be eligible for a payment of $565 per month.

4.1.2.2 Employees hired before October 26, 2006 who are enrolled in medical insurance programs shall be entitled to receive payment of the difference between the cost of the medical plan and the monthly amount listed below based on the tier in which the employee is enrolled:

- Tier One: Employee Only and Employee plus One $810
- Tier Two: Employee plus Family $1060

4.1.3 For Employees **hired *on or after* October 26, 2006**, the City provides a three tier medical benefits program:

- Tier One: Employee Only
- Tier Two: Employee plus One
- Tier Three: Employee plus Family

4.1.3.1 Employees hired after October 26, 2006 who provide proof of dual coverage under PERS or other medical insurance programs may decline to accept medical coverage. These employees shall be eligible for a payment of $405 per month.

4.1.3.2 Employees hired after October 26, 2006 who are enrolled in medical insurance programs shall be entitled to receive payment of the difference between the cost of the medical plan and the monthly amount listed below based on the tier in which the employee is enrolled:

- Tier One: Employee Only $405
- Tier Two: Employee plus One $810
- Tier Three: Employee plus Family $1060

4.1.4 The City shall contribute up to the following amounts towards employee medical insurance coverage and cafeteria plan benefit:

Effective **January 1, 2011**, the City shall contribute the following amounts towards employee medical insurance coverage and cafeteria plan benefit:

Tier	Medical Benefit	Cafeteria Plan Benefit	Total Benefit
Employee only	$108.00	Note 3	$515
Employee plus one	$108.00	Note 3	$1020
Employee plus family	$108.00	Note 3	$1335

Effective January 1, 2012, January 1, 2013 and January 1, 2014 total benefit above will be increased by the dollar amount necessary for the City to pay the full cost of the third highest plan available in the region Woodland is located in (currently the Bay Area region) excluding PERS Care.

Note 1: Per paragraph 4.1.2 above, employees hired before October 26, 2006 who qualify for the "Employee only" tier shall receive medical insurance coverage and cafeteria plan benefit equal to the "Employee plus one" tier.

Note 2: The Medical Benefit will be equal to the minimum established by the CalPERS Board(currently $108 from the January 2011 table). It is anticipated that this amount will be adjusted annually based on changes to the medical component of the CPI.

Note 3: Cafeteria Plan benefit will be equal to the difference between the Medical Benefit and the Total Benefit.

4.2 <u>Medical Insurance Upon Retirement</u>

4.2.1 Employees who retire from the City may be eligible for Medical Insurance in accordance with the CalPERS Medical Plan. Dental, Vision and Long Term Disability Insurance is not provided to retirees.

4.2.2 For employees who were **hired *before* July 1, 2006**, with five (5) or more years of service who either retire and are eligible to receive benefits under the City's PERS plan or retire for disability under PERS shall be eligible for continued health and life insurance coverage subject to the following terms and conditions:

4.2.2.1 Employees 50 years old or older who separate from City service but postpone application to receive PERS retirement benefits must pay the premiums for any continued insurance coverage until the application for benefits is approved;

4.2.2.2 Insurance benefits levels to retirees will be equal to the schedule reflected in paragraph 4.1.4 above. Retirees who were hired before July 1, 2006, will receive a benefit equal to the "Total Benefit" reflected in 4.1.4 above; however, provisions of paragraphs 4.1.2.1 and 4.1.2.2 do not apply to retired employees.

4.2.2.2.1 Retirees who were hired prior to July 1, 2006 have a vested right to receive full medical insurance benefits in retirement equal to the total medical benefit provided to active employees. In the immediate case, such retirees shall receive the combined value of the medical benefit and the cafeteria plan benefit to equal the total benefit. In future cases, should the City again restructure its health care benefits, such retirees shall continue to receive the full value provided to active employees for health benefits irrespective of how they may subsequently be structured.

4.2.2.3 Life Insurance will be continued with the same benefit level and conditions as active employees except as adjusted according to the schedule outlined in the City's "Life Insurance Outline of Benefits" or in any modifications or other plans that replace the current plan;

4.2.2.4 Health Insurance coverage will be coordinated with Medicare when retirees become eligible; and

4.2.2.5 Dental, Vision and Long Term Disability Benefits will not be offered or provided to retirees.

4.2.3 Employees who were **hired *on or after* July 1, 2006**, will receive medical insurance benefits in retirement as follows:

4.2.3.1 Insurance benefits levels to retirees who were hired after July 1, 2006, will receive a benefit equal only to the "Medical Benefit" reflected in 4.1.4 above; however, provisions of paragraphs 4.1.2.1 and 4.1.2.2 do not apply to retired employees.

4.2.3.2 Retirement Health Savings Plan. The City of Woodland has established a program in which employees participate to save, on a tax deferred basis, money to help pay the cost of healthcare once an individual retires. The Retirement

Health Savings Plan (RHSP) may be used for medical, dental and vision care as well as other healthcare expenses.

4.2.3.2.1 For employees hired on or after July 1, 2006, participation in the City's RHSP is mandatory.

4.2.3.2.2 Contributions: The City shall contribute $50 per month to the employee's RHSP account; likewise, the employee shall contribute $50 per month to their RHSP account. These contributions shall start after an employee has successfully completed their initial probationary period. However, upon successful completion of probation, the City shall contribute a lump sum of $50 per month for each month served in the employee's initial probation.

4.2.3.2.3 Initial Probationary Period. During an employee's initial probationary period with the City, neither the employee nor the City shall contribute to the employee's RHSP account. The initial probationary period is that probationary period when an employee is first hired. A probationary period is also in effect when an individual changes classification or is promoted to a higher classification; City and employee contributions to RHSP accounts will continue during such promotional probationary periods.

4.2.3.2.4 Conversion of Sick Leave. Once an employee has accrued 500 hours of sick leave, the City shall convert 50% of additional sick leave earned to a cash contribution to an employee's RHSP account. This results in all sick leave earned above 500 hours being changed to 4 hours per month (versus 8 hours) with the value of 4 hours of salary being contributed to the employee's RHSP account.

4.2.3.2.5 Employees hired prior to July 1, 2006, were provided, on a one-time, irrevocable basis, the opportunity to opt out of the City's retiree medical plan (paragraph 4.2.2). Employees who selected this option shall continue to participate in the City's retiree health savings plan under the terms set forth above in paragraph 4.2.3. For these employees, the City' contribution is $250 per month and the employee's contribution is $50 per month. At the employee's option, any portion of this $250 City contribution may be paid into an approved deferred compensation plan.

4.3 Dental Insurance

4.3.1 The City shall maintain in effect the Delta Dental Insurance Program for the term of this agreement.

4.4 Long Term Disability Insurance

4.4.1 The City shall continue to provide a long term disability insurance plan for all represented employees with benefits equivalent to that provided by the current plan.

4.5 Vision Insurance

4.5.1 The City shall continue to provide employees covered by this Resolution with vision insurance benefits equivalent to that provided in the current plan.

4.6 Life Insurance

4.6.1 The City shall maintain in effect life insurance for represented employees in the amount of Fifty Thousand Dollars ($50,000.00)

4.7 Flexible Spending Account

4.7.1 The City will maintain in effect a Section 125 program of the Internal Revenue Code. Such account shall provide for pre-tax treatment of employee obligations for medical and dependent care costs.

ARTICLE V
LEAVES

5.1 Holidays

5.1.1 City holidays to be observed by represented employees shall be:
January 1st
Third Monday in January (Martin Luther King's Birthday)
Third Monday in February (Presidents Day)
Fourth Monday in May (Memorial Day)
July 4th
First Monday in September (Labor Day)
November 11th (Veteran's Day)
Thanksgiving Day
The Day after Thanksgiving Day
Christmas Eve – ½ day (observed last work day before Christmas)
December 25th (Christmas Day)

5.1.2 In addition, each represented employee shall have 16 hours added to his/her vacation leave total as of July 1 each year.

5.1.3 Represented employees in permanent part-time positions shall receive pay for City holidays on a pro-rata regardless of whether they are scheduled to work holiday or not. The prorata holiday benefit to be received shall be equal to the employee's average daily work hours, regardless of the time they would have otherwise been scheduled to work.

5.1.4 Library Holiday Observance. Because the City Library is open to the public seven days a week, special consideration is necessary for Library Holiday Observance of City holidays.

The following applies to library employees covered by this Memorandum of Understanding and has been developed in conjunction with the City, the Association and the Woodland City Library Board.

5.1.4.1 Holidays falling on a Friday or Saturday. When a City-observed holiday falls either on a Friday or Saturday, the Library will be closed both Friday and Saturday. Employees will use 8 hours of City-provided holiday time for one of the two days. For the other of the two day observance, if not regularly scheduled off, employees will either work during their regularly scheduled day-off the following week or charge the time to vacation leave or compensatory time-off balance. In such instances, the employee will decide if he/she will work on their scheduled day off or take vacation/compensatory time-off.

5.1.4.2 Holidays falling on a Sunday or Monday. When a City-observed holiday falls either on a Sunday or Monday, the Library will be closed both Sunday and Monday. Employees will use 8 hours of City-provided holiday time for one of the two days. For the second of the two day observance, employees will either work during their regularly scheduled day off the following week or charge the time to vacation leave or compensatory time-off balance. In such instances, the employee will decide if he/she will work on their scheduled day off or take vacation/compensatory time-off.

5.1.4.3 Thanksgiving Holiday. Notwithstanding the provisions of paragraph 5.1.6.1 above, the City observed Thanksgiving Holiday will be Thanksgiving Day and the Day after Thanksgiving Day. The Library will be open on the following Saturday and Sunday. Overtime provisions of this MOU may apply to employees working on the Saturday and Sunday following the Thanksgiving Holidays.

5.1.4.4 Christmas Eve. As defined in paragraph 5.1.1, Christmas Eve is a half-day holiday observed the "last work day before Christmas." When Christmas falls on either a Sunday or Monday, Christmas Eve will be observed by the Library on the preceding Saturday. Employees will be required to work only four hours, from 8:00 a.m. until 12:00 noon, of their scheduled eight-hour work day. At the discretion of the Library Director/Board, these four hours may include time that the library is open to the public.

5.2 Vacation Leave

5.2.1 The vacation leave earning rate for each employee shall be as follows:

Years of Service	Vacation Earned Per Month
0 through 3 years	7.0 hours
4 through 5 years	9.0 hours
6 through 10 years	11.3 hours
11 through 15 years	13.3 hours
16 through 20 years	15.3 hours
Over 20 years	16.6 hours

5.2.2 Employees with less than ten (10) years of service with the City may carry an unused balance of vacation leave of no more than thirty-four (34) days (272 hours) past January 1 of each year. Employees with ten (10) years of service or more may carry an unused balance of vacation leave of no more than forty-four (44) days (352 hours) past January 1 of each year. Maximum vacation accumulation will be increased by 56 hours (furlough hours) for the term of this agreement.

5.2.3 Employees who have sufficient accrued vacation shall have the option of receiving pay in lieu of time off for eighty (80) hours of accrued time, providing that they are taking at least one (1) consecutive week of vacation time off. Payment will be made at the straight time rate. No employee may buy out more than eighty (80) hours of vacation per calendar year.

5.3 Sick Leave

5.3.1 Represented full-time employees shall accrue sick leave at the rate of one (1) day per month.

5.4 Catastrophic Illness or Injury

5.4.1 Represented employees may donate portions of their vacation or Administrative Leave accumulations to other employees who have suffered catastrophic illness or injury. Employees receiving donations of time from other employees must first exhaust all available vacation, compensatory time and sick leave.

ARTICLE VI
RETIREMENT

6.1 Retirement (MODIFIED)

6.1.1 The City will continue its participation in the Public Employee's Retirement System during the term of this agreement.

6.1.2 The formula in effect for Miscellaneous members is the 2.7% @ 55 formula.

6.1.3 The City shall report its payment of eight percent (8%) of the employees' retirement contribution as special compensation. Pursuant to Section 20023 (c)(4) of the Public Employees Retirement Law, this retirement contribution (8% percent) shall then be considered compensation for retirement purposes.

6.1.4 PERS Employee Cost Sharing. The employees' retirement contribution has been increased by 3% from 8% to 11% pursuant to Public Employees Retirement Law § 20516. The total employee contribution will be 10% for the second tier employees (6.1.9)

6.1.4.1 The City will continue to only pay 8%; employees covered by this Resolution shall pay the additional 3%.

6.1.4.2 The City shall adopt a resolution pursuant to IRS Code §4.14(h)(2) to allow this payment on a pre-tax basis.

6.1.4.3 As soon as is administratively possible all current employees will commence paying an additional 8% of the employee retirement contribution for a total contribution of 11%. Second tier employees (Section 6.1.9) will pay a total of 10%. Concurrently, the salary schedule will be increased by 8% for a total contribution of 11%.

6.1.5 The City provides the 1959 Survivor's Security Benefit as specified in the Government Code, Section 20862.8. This benefit provides a monthly allowance to certain eligible survivors of an employee who dies prior to retirement.

6.1.6 The City provides the sick leave conversion benefit as specified in the Government Code, Section 20862.8

6.1.7 The City shall maintain the PERS single highest year option.

6.1.9 As soon as administratively possible, the City will implement a second tier retirement system for newly hired employees consisting of the 2% @ 60 retirement program with the 36 months final compensation provision. All other current PERS contract amendments remain in effect.

ARTICLE VII
WORKING CONDITIONS

7.1 Work Hours

7.1.1 Work hours for represented employees shall be those agreed to between the employee and his/her Department Director.

7.2 Contracting Out

7.2.1 City shall notify the Association of any formal consideration made by the City Council for the contracting of services presently performed by represented employees. Whenever the City contemplates contracting such services, the City shall endeavor to have the new contractor give first consideration for employment opportunities to represented employees who would be displaced from their job as a result of the contract.

7.2.2 The City retains the right to decide to contract out prior to beginning negotiations. However, the City shall negotiate the effect of contracting out with the Association prior to taking any further action to contract out.

7.3 Introduction of New Technology

7.3.1 The City agrees to confer with representatives of Association on the introduction of new technology into work performed by classes represented by the Association and to negotiate the effect such technology may have on the unit.

7.4 Association Leave

7.4.1 Each month, elected officers of the Association shall be entitled to take leave with pay from work in order to perform Association business, but such leave shall be limited to an aggregate total of eight (8) hours per calendar month. Each employee taking such leave shall arrange a convenient time approved in advance by his/her immediate supervisor. Unused time shall not accumulate for use in future months, without prior written approval by the City's Personnel Officer.

7.4.2 Association employees authorized by the Association president shall be entitled to use work time in order to prepare and distribute an Association Newsletter. Such time off shall be taken only with advance approval by the employee's immediate supervisor and the maximum time off allowed in the aggregate, shall be (10) hours per month. Unused time shall not accumulate for use in future months without prior written approval by the City's Personnel Officer.

7.5 Other Working Conditions Not Set Forth Herein

7.5.1 Other working conditions not set forth herein for employees covered by this Resolution shall continue as applicable on December 7, 2011, unless determined otherwise by the Woodland City Council in accordance with law or required otherwise by law.

ARTICLE VIII

8.1 Other Compensable Items Not Set Forth Herein

8.1.1 Other items not set forth herein which are compensable as terms and conditions of employment of the employees covered by this Resolution shall continue to be compensated by the City of Woodland at the rate applicable on June 30, 2009, unless determined otherwise by the Woodland City Council in accordance with law or required otherwise by law.

PASSED this _______ day of _______________.

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

Artemio Pimentel , Mayor

STATE OF CALIFORNIA)
)
COUNTY OF YOLO)

I, Ana Gonzalez, City Clerk of the City of Woodland in Yolo County, California, hereby certify this Resolution to be a full, true and correct copy of the record of the action taken by the City Council of the City of Woodland, by vote of the members present, as the same appears in the official minutes of said Council at its meeting.

DATED: _______________

Ana Gonzalez, City Clerk

Exhibit A City of Woodland Mid-Management Salary Range Schedule Effective December 1, 2011					
	STEPS				
Salary Range	A	B	C	D	E
110	$ 3,392.76	$ 3,562.39	$ 3,740.51	$ 3,927.53	$ 4,123.92
111	$ 3,477.58	$ 3,651.45	$ 3,834.03	$ 4,025.73	$ 4,227.01
112	$ 3,564.51	$ 3,742.74	$ 3,929.88	$ 4,126.37	$ 4,332.69
113	$ 3,653.63	$ 3,836.31	$ 4,028.12	$ 4,229.53	$ 4,441.01
114	$ 3,744.97	$ 3,932.22	$ 4,128.83	$ 4,335.27	$ 4,552.03
115	$ 3,838.59	$ 4,030.52	$ 4,232.05	$ 4,443.65	$ 4,665.83
116	$ 3,934.56	$ 4,131.29	$ 4,337.85	$ 4,554.74	$ 4,782.48
117	$ 4,032.92	$ 4,234.57	$ 4,446.30	$ 4,668.61	$ 4,902.04
118	$ 4,133.74	$ 4,340.43	$ 4,557.45	$ 4,785.33	$ 5,024.59
119	$ 4,237.09	$ 4,448.94	$ 4,671.39	$ 4,904.96	$ 5,150.21
120	$ 4,343.02	$ 4,560.17	$ 4,788.18	$ 5,027.58	$ 5,278.96
121	$ 4,451.59	$ 4,674.17	$ 4,907.88	$ 5,153.27	$ 5,410.94
122	$ 4,562.88	$ 4,791.02	$ 5,030.58	$ 5,282.10	$ 5,546.21
123	$ 4,676.95	$ 4,910.80	$ 5,156.34	$ 5,414.16	$ 5,684.86
124	$ 4,793.88	$ 5,033.57	$ 5,285.25	$ 5,549.51	$ 5,826.99
125	$ 4,913.72	$ 5,159.41	$ 5,417.38	$ 5,688.25	$ 5,972.66
126	$ 5,036.57	$ 5,288.40	$ 5,552.81	$ 5,830.45	$ 6,121.98
127	$ 5,162.48	$ 5,420.60	$ 5,691.63	$ 5,976.22	$ 6,275.03
128	$ 5,291.54	$ 5,556.12	$ 5,833.93	$ 6,125.62	$ 6,431.90
129	$ 5,423.83	$ 5,695.02	$ 5,979.77	$ 6,278.76	$ 6,592.70
130	$ 5,559.43	$ 5,837.40	$ 6,129.27	$ 6,435.73	$ 6,757.52
131	$ 5,698.41	$ 5,983.33	$ 6,282.50	$ 6,596.62	$ 6,926.46
132	$ 5,840.87	$ 6,132.92	$ 6,439.56	$ 6,761.54	$ 7,099.62
133	$ 5,986.89	$ 6,286.24	$ 6,600.55	$ 6,930.58	$ 7,277.11
134	$ 6,136.57	$ 6,443.40	$ 6,765.57	$ 7,103.84	$ 7,459.04
135	$ 6,289.98	$ 6,604.48	$ 6,934.70	$ 7,281.44	$ 7,645.51
136	$ 6,447.23	$ 6,769.59	$ 7,108.07	$ 7,463.48	$ 7,836.65
137	$ 6,608.41	$ 6,938.83	$ 7,285.77	$ 7,650.06	$ 8,032.57
138	$ 6,773.62	$ 7,112.30	$ 7,467.92	$ 7,841.31	$ 8,233.38
139	$ 6,942.96	$ 7,290.11	$ 7,654.62	$ 8,037.35	$ 8,439.21
140	$ 7,116.54	$ 7,472.36	$ 7,845.98	$ 8,238.28	$ 8,650.19
141	$ 7,294.45	$ 7,659.17	$ 8,042.13	$ 8,444.24	$ 8,866.45
142	$ 7,476.81	$ 7,850.65	$ 8,243.18	$ 8,655.34	$ 9,088.11
143	$ 7,663.73	$ 8,046.92	$ 8,449.26	$ 8,871.73	$ 9,315.31
144	$ 7,855.32	$ 8,248.09	$ 8,660.50	$ 9,093.52	$ 9,548.20
145	$ 8,051.71	$ 8,454.29	$ 8,877.01	$ 9,320.86	$ 9,786.90
146	$ 8,253.00	$ 8,665.65	$ 9,098.93	$ 9,553.88	$ 10,031.57
147	$ 8,459.33	$ 8,882.29	$ 9,326.40	$ 9,792.73	$ 10,282.36

NOTE: *Due to differences in the City of Woodland payroll system, salaries may vary by $0.01 to $0.02*

Exhibit A
City of Woodland
Mid-Management
Salary Range Schedule

Effective Upon EPMC Swap (8% Increase) per Section 6.1.4.3

Salary Range	STEPS A	B	C	D	E
110	$ 3,664.18	$ 3,847.39	$ 4,039.76	$ 4,241.75	$ 4,453.83
111	$ 3,755.79	$ 3,943.58	$ 4,140.75	$ 4,347.79	$ 4,565.18
112	$ 3,849.67	$ 4,042.15	$ 4,244.26	$ 4,456.48	$ 4,679.30
113	$ 3,945.92	$ 4,143.22	$ 4,350.38	$ 4,567.90	$ 4,796.29
114	$ 4,044.57	$ 4,246.80	$ 4,459.14	$ 4,682.09	$ 4,916.20
115	$ 4,145.68	$ 4,352.96	$ 4,570.61	$ 4,799.14	$ 5,039.10
116	$ 4,249.32	$ 4,461.79	$ 4,684.88	$ 4,919.12	$ 5,165.08
117	$ 4,355.55	$ 4,573.33	$ 4,802.00	$ 5,042.10	$ 5,294.20
118	$ 4,464.44	$ 4,687.66	$ 4,922.04	$ 5,168.15	$ 5,426.55
119	$ 4,576.06	$ 4,804.86	$ 5,045.10	$ 5,297.36	$ 5,562.23
120	$ 4,690.46	$ 4,924.98	$ 5,171.23	$ 5,429.80	$ 5,701.29
121	$ 4,807.72	$ 5,048.10	$ 5,300.51	$ 5,565.53	$ 5,843.81
122	$ 4,927.91	$ 5,174.31	$ 5,433.02	$ 5,704.67	$ 5,989.91
123	$ 5,051.11	$ 5,303.66	$ 5,568.84	$ 5,847.29	$ 6,139.65
124	$ 5,177.39	$ 5,436.26	$ 5,708.07	$ 5,993.48	$ 6,293.15
125	$ 5,306.82	$ 5,572.16	$ 5,850.77	$ 6,143.30	$ 6,450.47
126	$ 5,439.50	$ 5,711.47	$ 5,997.04	$ 6,296.90	$ 6,611.74
127	$ 5,575.48	$ 5,854.25	$ 6,146.96	$ 6,454.31	$ 6,777.03
128	$ 5,714.86	$ 6,000.61	$ 6,300.64	$ 6,615.67	$ 6,946.45
129	$ 5,857.74	$ 6,150.62	$ 6,458.15	$ 6,781.06	$ 7,120.12
130	$ 6,004.18	$ 6,304.39	$ 6,619.61	$ 6,950.59	$ 7,298.12
131	$ 6,154.28	$ 6,462.00	$ 6,785.10	$ 7,124.35	$ 7,480.57
132	$ 6,308.14	$ 6,623.55	$ 6,954.72	$ 7,302.46	$ 7,667.58
133	$ 6,465.84	$ 6,789.13	$ 7,128.59	$ 7,485.02	$ 7,859.27
134	$ 6,627.50	$ 6,958.87	$ 7,306.81	$ 7,672.15	$ 8,055.76
135	$ 6,793.18	$ 7,132.84	$ 7,489.48	$ 7,863.95	$ 8,257.15
136	$ 6,963.01	$ 7,311.16	$ 7,676.72	$ 8,060.55	$ 8,463.58
137	$ 7,137.08	$ 7,493.94	$ 7,868.63	$ 8,262.07	$ 8,675.17
138	$ 7,315.51	$ 7,681.29	$ 8,065.35	$ 8,468.62	$ 8,892.05
139	$ 7,498.40	$ 7,873.32	$ 8,266.98	$ 8,680.33	$ 9,114.35
140	$ 7,685.86	$ 8,070.16	$ 8,473.66	$ 8,897.35	$ 9,342.21
141	$ 7,878.01	$ 8,271.91	$ 8,685.50	$ 9,119.78	$ 9,575.77
142	$ 8,074.95	$ 8,478.70	$ 8,902.64	$ 9,347.77	$ 9,815.16
143	$ 8,276.83	$ 8,690.67	$ 9,125.20	$ 9,581.46	$ 10,060.54
144	$ 8,483.75	$ 8,907.93	$ 9,353.33	$ 9,821.00	$ 10,312.05
145	$ 8,695.85	$ 9,130.64	$ 9,587.17	$ 10,066.53	$ 10,569.86
146	$ 8,913.24	$ 9,358.90	$ 9,826.85	$ 10,318.19	$ 10,834.10
147	$ 9,136.08	$ 9,592.88	$ 10,072.52	$ 10,576.15	$ 11,104.96

NOTE: *Due to differences in the City of Woodland payroll system, salaries may vary by $0.01 to $0.02*

Exhibit A
City of Woodland
Mid-Management
Salary Range Schedule
Effective July 1, 2013**

Salary Range	STEPS A	B	C	D	E
110	$ 3,737.46	$ 3,924.34	$ 4,120.55	$ 4,326.58	$ 4,542.91
111	$ 3,830.90	$ 4,022.45	$ 4,223.57	$ 4,434.75	$ 4,656.49
112	$ 3,926.66	$ 4,123.00	$ 4,329.15	$ 4,545.60	$ 4,772.88
113	$ 4,024.84	$ 4,226.08	$ 4,437.38	$ 4,659.25	$ 4,892.22
114	$ 4,125.46	$ 4,331.73	$ 4,548.32	$ 4,775.73	$ 5,014.52
115	$ 4,228.59	$ 4,440.02	$ 4,662.02	$ 4,895.12	$ 5,139.88
116	$ 4,334.31	$ 4,551.03	$ 4,778.58	$ 5,017.51	$ 5,268.38
117	$ 4,442.66	$ 4,664.80	$ 4,898.04	$ 5,142.94	$ 5,400.09
118	$ 4,553.73	$ 4,781.41	$ 5,020.49	$ 5,271.51	$ 5,535.08
119	$ 4,667.58	$ 4,900.96	$ 5,146.01	$ 5,403.31	$ 5,673.47
120	$ 4,784.27	$ 5,023.48	$ 5,274.66	$ 5,538.39	$ 5,815.31
121	$ 4,903.87	$ 5,149.07	$ 5,406.52	$ 5,676.84	$ 5,960.69
122	$ 5,026.47	$ 5,277.79	$ 5,541.68	$ 5,818.77	$ 6,109.70
123	$ 5,152.13	$ 5,409.73	$ 5,680.22	$ 5,964.23	$ 6,262.44
124	$ 5,280.94	$ 5,544.99	$ 5,822.23	$ 6,113.35	$ 6,419.01
125	$ 5,412.95	$ 5,683.60	$ 5,967.78	$ 6,266.17	$ 6,579.48
126	$ 5,548.29	$ 5,825.70	$ 6,116.98	$ 6,422.83	$ 6,743.98
127	$ 5,686.99	$ 5,971.34	$ 6,269.90	$ 6,583.40	$ 6,912.57
128	$ 5,829.16	$ 6,120.62	$ 6,426.65	$ 6,747.98	$ 7,085.38
129	$ 5,974.89	$ 6,273.64	$ 6,587.32	$ 6,916.68	$ 7,262.52
130	$ 6,124.27	$ 6,430.48	$ 6,752.01	$ 7,089.61	$ 7,444.09
131	$ 6,277.37	$ 6,591.24	$ 6,920.80	$ 7,266.84	$ 7,630.18
132	$ 6,434.30	$ 6,756.02	$ 7,093.82	$ 7,448.51	$ 7,820.93
133	$ 6,595.16	$ 6,924.92	$ 7,271.16	$ 7,634.72	$ 8,016.46
134	$ 6,760.05	$ 7,098.05	$ 7,452.95	$ 7,825.60	$ 8,216.88
135	$ 6,929.04	$ 7,275.49	$ 7,639.27	$ 8,021.23	$ 8,422.29
136	$ 7,102.27	$ 7,457.38	$ 7,830.25	$ 8,221.76	$ 8,632.85
137	$ 7,279.82	$ 7,643.82	$ 8,026.01	$ 8,427.31	$ 8,848.67
138	$ 7,461.82	$ 7,834.91	$ 8,226.66	$ 8,637.99	$ 9,069.89
139	$ 7,648.36	$ 8,030.78	$ 8,432.32	$ 8,853.94	$ 9,296.64
140	$ 7,839.58	$ 8,231.56	$ 8,643.14	$ 9,075.29	$ 9,529.06
141	$ 8,035.57	$ 8,437.34	$ 8,859.21	$ 9,302.17	$ 9,767.28
142	$ 8,236.45	$ 8,648.28	$ 9,080.69	$ 9,534.72	$ 10,011.46
143	$ 8,442.36	$ 8,864.48	$ 9,307.71	$ 9,773.09	$ 10,261.75
144	$ 8,653.42	$ 9,086.09	$ 9,540.40	$ 10,017.42	$ 10,518.29
145	$ 8,869.76	$ 9,313.25	$ 9,778.91	$ 10,267.86	$ 10,781.25
146	$ 9,091.50	$ 9,546.08	$ 10,023.38	$ 10,524.55	$ 11,050.78
147	$ 9,318.80	$ 9,784.74	$ 10,273.97	$ 10,787.67	$ 11,327.06

NOTE: *Due to differences in the City of Woodland payroll system, salaries may vary by $0.01 to $0.02*

**** Salary levels reflected herein assume the EMPC swap described in Section 6.1.4.3 has been implemented.**

Exhibit A
City of Woodland
Mid-Management
Salary Range Schedule
Effective January 1, 2014**

Salary Range	STEPS A	B	C	D	E
110	$ 3,812.21	$ 4,002.82	$ 4,202.97	$ 4,413.11	$ 4,633.77
111	$ 3,907.52	$ 4,102.90	$ 4,308.04	$ 4,523.44	$ 4,749.62
112	$ 4,005.20	$ 4,205.46	$ 4,415.73	$ 4,636.52	$ 4,868.34
113	$ 4,105.34	$ 4,310.60	$ 4,526.13	$ 4,752.44	$ 4,990.06
114	$ 4,207.97	$ 4,418.37	$ 4,639.28	$ 4,871.25	$ 5,114.81
115	$ 4,313.16	$ 4,528.82	$ 4,755.26	$ 4,993.02	$ 5,242.68
116	$ 4,421.00	$ 4,642.05	$ 4,874.15	$ 5,117.86	$ 5,373.75
117	$ 4,531.52	$ 4,758.09	$ 4,996.00	$ 5,245.80	$ 5,508.09
118	$ 4,644.80	$ 4,877.04	$ 5,120.89	$ 5,376.94	$ 5,645.79
119	$ 4,760.93	$ 4,998.98	$ 5,248.93	$ 5,511.37	$ 5,786.94
120	$ 4,879.96	$ 5,123.95	$ 5,380.15	$ 5,649.16	$ 5,931.62
121	$ 5,001.95	$ 5,252.05	$ 5,514.65	$ 5,790.38	$ 6,079.90
122	$ 5,127.00	$ 5,383.35	$ 5,652.52	$ 5,935.14	$ 6,231.90
123	$ 5,255.17	$ 5,517.93	$ 5,793.83	$ 6,083.52	$ 6,387.69
124	$ 5,386.56	$ 5,655.88	$ 5,938.68	$ 6,235.61	$ 6,547.39
125	$ 5,521.21	$ 5,797.27	$ 6,087.14	$ 6,391.49	$ 6,711.07
126	$ 5,659.25	$ 5,942.21	$ 6,239.32	$ 6,551.29	$ 6,878.86
127	$ 5,800.73	$ 6,090.76	$ 6,395.30	$ 6,715.07	$ 7,050.82
128	$ 5,945.74	$ 6,243.03	$ 6,555.18	$ 6,882.94	$ 7,227.09
129	$ 6,094.39	$ 6,399.11	$ 6,719.06	$ 7,055.02	$ 7,407.77
130	$ 6,246.75	$ 6,559.09	$ 6,887.05	$ 7,231.40	$ 7,592.97
131	$ 6,402.92	$ 6,723.06	$ 7,059.21	$ 7,412.18	$ 7,782.78
132	$ 6,562.99	$ 6,891.14	$ 7,235.69	$ 7,597.48	$ 7,977.35
133	$ 6,727.06	$ 7,063.41	$ 7,416.58	$ 7,787.41	$ 8,176.78
134	$ 6,895.25	$ 7,240.01	$ 7,602.01	$ 7,982.11	$ 8,381.22
135	$ 7,067.62	$ 7,421.00	$ 7,792.05	$ 8,181.66	$ 8,590.74
136	$ 7,244.31	$ 7,606.53	$ 7,986.86	$ 8,386.20	$ 8,805.51
137	$ 7,425.42	$ 7,796.69	$ 8,186.53	$ 8,595.85	$ 9,025.65
138	$ 7,611.06	$ 7,991.61	$ 8,391.19	$ 8,810.75	$ 9,251.29
139	$ 7,801.33	$ 8,191.40	$ 8,600.97	$ 9,031.02	$ 9,482.57
140	$ 7,996.37	$ 8,396.19	$ 8,816.00	$ 9,256.80	$ 9,719.64
141	$ 8,196.28	$ 8,606.09	$ 9,036.40	$ 9,488.22	$ 9,962.63
142	$ 8,401.18	$ 8,821.24	$ 9,262.30	$ 9,725.42	$ 10,211.69
143	$ 8,611.21	$ 9,041.77	$ 9,493.86	$ 9,968.55	$ 10,466.98
144	$ 8,826.49	$ 9,267.81	$ 9,731.20	$ 10,217.76	$ 10,728.65
145	$ 9,047.16	$ 9,499.52	$ 9,974.49	$ 10,473.22	$ 10,996.88
146	$ 9,273.33	$ 9,737.00	$ 10,223.85	$ 10,735.04	$ 11,271.80
147	$ 9,505.17	$ 9,980.43	$ 10,479.45	$ 11,003.43	$ 11,553.60

NOTE: *Due to differences in the City of Woodland payroll system, salaries may vary by $0.01 to $0.02*

**** Salary levels reflected herein assume the EMPC swap described in Section 6.1.4.3 has been implemented.**

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Notification of Boron Levels in Drinking Water

Report in Brief

The City of Woodland is dedicated and committed to providing the highest quality drinking water feasible. Each year, the City samples and analyzes the water supply to ensure the system meets or exceeds all regulatory requirements for health standards. California Department of Public Health (CDPH) has established health-based advisory levels, called "notification levels" as needed since the early 1980s. These have been used to provide information to public water systems and others about certain non-regulated chemicals in drinking water that lack maximum contaminant levels (MCLs).

When chemicals are found at concentrations greater than these levels, certain requirements and recommendations apply. A public water system shall comply with the requirements within 30 days after it is first informed of a confirmed detection of a contaminant found in drinking water delivered by the public water system for human consumption that is in excess of a maximum contaminant level, a notification level, or a response level established by the department. On September 13, 2011, BSK, the City's contracting lab informed the City that Boron exceeded a "notification" level requiring a formal notification to the Council and is reviewed in the discussion section.

No action required; informational only.

Background

Generally, notification levels have been established by CDPH in response to actual contamination of drinking water supplies. However, notification of Drinking Water levels for a number of chemicals was established in anticipation of possible contamination. Notification levels are health-based advisory levels established by CDPH for chemicals in drinking water that lack maximum contaminant levels (MCLs). Chemicals for which notification levels are established may eventually be regulated by MCLs (through a formal regulatory process), depending on the extent of contamination, the levels observed, and the risk to human health. Most, however, have not proceeded to MCLs.

If a chemical is over its notification level, in drinking water that is provided to consumers, CDPH recommends that the utility inform its customers and consumers about the presence of the contaminant, and about the health concerns associated with exposure to it.

Discussion

The City obtains its water from wells which tap into groundwater aquifers at varying depths throughout the city. Groundwater aquifers are primarily replenished from rain seeping into the soil and becoming trapped at varying depths by impermeable layers (which in this region are typically clay deposits). The quality of water eventually delivered to customers is largely a function of chemical and mineral leaching and erosion of the geologic formations from which the aquifers flow. Before entering the City system, water is disinfected using small amounts of chlorine.

Protection of groundwater aquifer(s) from contamination is of paramount concern to the City and a continuing focus for pursuing future system reliability. Contaminants that may end up in the water supply primarily come from septic systems, storm water runoff carrying chemicals and other constituents washed from pavements, industrial wastes, animal wastes, fertilizers and pesticides from agricultural and landscaped areas, copper and lead leaching from pipes, and from the chlorine disinfection process itself.

Boron is a naturally occurring chemical common in Woodland’s water which normally exceeds the quantity for Unregulated Substances’ “notification level” and requires formal Council notification within 30 days of notice after it is first informed of a confirmed detection of the contaminant. The notification level for Boron is 1 mg/L and the concentration of Boron in City’s wells range from 1.6 mg/L – 2.5 mg/L. Currently, there is no established acute or long term health risks associated with boron in drinking water. However, boron is toxic to plants and agronomists and farmers prefer irrigation water with less than 1 mg/L of boron. This becomes a potential impact on the other end of the treatment process for wastewater effluent standards for Tule Canal and the Yolo bypass.

Fiscal Impact

No impact to budget.

Public Contact

The Annual Water Quality Report 2011 will be issued June of 2012. Continuing public education is planned as the City progresses in addressing system needs.

Recommendation for Action

No action necessary. For information only.

Prepared by: Doug Baxter, P.E.
Principal Civil Engineer

Reviewed by: Nicholas J. Ponticello
CDD Director

____
Gregor G. Meyer
City Manager

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Woodland Gateway Phase II Project

Report in Brief

This is the second reading of the Ordinance to approve a Prezoning of 61.3 acres to General Commercial (C-2)(PD) and 92.7 acres to Agriculture (A-1). This is also the second reading of the Ordinance to approve the Development Agreement. The first reading of these ordinances occurred at the City Council meeting of September 20, 2011. The Council voted to approve the Ordinances with no modifications. The Ordinances are attached.

Staff recommends that the City Council adopt Ordinance No. 1533 "Ordinance of the City Council of the City of Woodland approving the Prezoning to General Commercial (C-2) (PD) and Agriculture (A-1) for the Woodland Gateway Phase II project site".

Staff also recommends that City Council adopt Ordinance No. 1534 "An Ordinance of the City Council of the City of Woodland approving the City of Woodland Development Agreement concerning the Woodland Gateway Phase II Project".

Background

An application for the Woodland Gateway Phase II project was submitted in February 9, 2007, which included a request for a General Plan Amendment, Prezone, and Annexation. In response to public comments received on the Draft EIR, the applicant revised the proposed project description. Annexation of the 154-acre site is still proposed, but the acreage proposed for General Commercial uses was reduced to 61.3 acres and the remaining 92.7 acres of the site was proposed for agricultural purposes, to continue the existing use. The changes to the project description since the Draft EIR was published are reflected in the Final EIR.

Discussion

The applicant's request is for certification of the EIR, as well as approval of annexation and prezoning of the site, two General Plan Amendments, and a Development Agreement for the Woodland Gateway Phase II project. The application does not include project-level specific development. Project design information would be included in subsequent submittals. City Council held a public hearing on September 20, 2011 and approved the proposed project. The project would result in annexation of 154 acres to the City of Woodland and the development of up to 340,000 square feet of future commercial development plus sites for three auto dealerships (typically 25,000 square feet each) on the 61.3-acre commercial site to expand and complement the existing Gateway I retail center. The remaining 92.7 acres would remain in agricultural production.

The September 20, 2011 approval included the adoption of a Resolution to Certify the EIR, adopting findings of fact, a statement of overriding considerations, and a mitigation monitoring and reporting program; a Resolution to annex 154 acres to the City of Woodland; Resolution approving a General Plan Amendment to modify the land use designations of 61.3 acres from Urban Reserve to General Commercial; and Resolution approving a General Plan Amendment to modify the acceptable LOS from C to D for CR 102 from Maxwell Avenue south to the City limits. The City Council also introduced for the first reading Ordinance No. 1533 approving the prezoning of 61.3 acres to General Commercial (C-2) (PD) and 92.7 acres to Agriculture (A-1) and Ordinance No. 1534 approving the City of Woodland Development Agreement concerning the Woodland Gateway Phase II project.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends the City Council adopt Ordinance No. 1533 "Ordinance of the City Council of the City of Woodland approving the Prezoning to General Commercial (C-2) (PD) and Agriculture (A-1) for the Woodland Gateway Phase II project site".

Staff also recommends that City Council adopt Ordinance No. 1534 "An Ordinance of the City Council of the City of Woodland approving the City of Woodland Development Agreement concerning the Woodland Gateway Phase II Project".

Prepared by: Cindy Gnos, AICP
Contract Planner

____
Gregor G. Meyer
City Manager

Attachments

Ordinance No. 1533 Approving the Prezoning
Ordinance No. 1534 Approving the Development Agreement

ORDINANCE NO. 1533

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PREZONING TO GENERAL COMMERCIAL (C-2) (PD) AND AGRICULTURE (A-1) FOR THE WOODLAND GATEWAY PHASE II PROJECT SITE

The City Council of the City of Woodland does ordain as follows:

Section 1. Purpose and Authority. The purpose of this ordinance is to approve the prezoning designation of the Woodland Gateway Phase II Project site as General Commercial and Agriculture, which shall apply to that property if the Yolo County Local Agency Formation Commission (LAFCO) approves the annexation of the property to the City. This ordinance is adopted pursuant to Government Code sections 65853-65859, and other applicable law.

Section 2. Findings. The City Council finds and determines as follows:

A. On July 7, 2011, the Planning Commission held a duly noticed public hearing concerning the proposed prezoning of the Woodland Gateway Phase II Project, which is depicted in Exhibit A attached hereto and incorporated herein by reference, as General Commercial (C-2) (PD) and Agriculture (A-1). After the hearing, the Planning Commission recommended City Council approve the proposed prezoning of the property.

B. An Environmental Impact Report (EIR) was prepared for the proposed project. The EIR addressed all the subjects required pursuant to the California Environmental Quality Act (CEQA).

C. A Mitigation Monitoring and Reporting Plan (MMRP) has been prepared in compliance with CEQA in order to ensure implementation of the mitigation measures outlined in the EIR.

D. The proposed prezoning to C-2 (PD) and A-1 is consistent with and would implement the policies of the City of Woodland General Plan.

E. The area is physically suited to the uses authorized in the proposed zone.

F. The proposed prezoning is compatible with the land uses existing and permitted on the properties in the vicinity.

G. The land uses and their density and intensity, allowed in the proposed zones are not likely to create serious health problems or create nuisances on properties in the vicinity.

H. Government Code Section 65859 authorizes the City to prezone unincorporated territory to determine the City zoning that will apply to that territory upon annexation to the City.

Section 3. **Approval of Prezoning.** The City Council hereby approves the prezoning of the Woodland Gateway Phase II Project site, which is shown in Exhibit A, as General Commercial (C-2) (PD) and Agriculture (A-1). The prezoning shall become effective when the Project site is annexed to the City, which requires approval of the proposed annexation by the Yolo County LAFCO.

Section 4. **Severability.** If any part of this ordinance is held by a court of competent jurisdiction to be invalid or unenforceable, then such decision shall not affect the validity of the remaining parts, which shall remain in full force and effect.

Section 5. **Effective Date.** This ordinance shall take effect no sooner than 30 days after its final passage. The ordinance shall not become effective unless and until the Project site is annexed to the City pursuant to the approval of the Yolo County LAFCO.

Section 6. **Publication.** Within 15 days from the date of passage of this ordinance, the City Clerk shall post a copy of it in at least three public places in the City.

INTRODUCED by the City Council on the 20th day of September, 2011.

PASSED AND ADOPTED by the City Council of the City of Woodland this 4th day of October, 2011 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Art Pimentel, Mayor

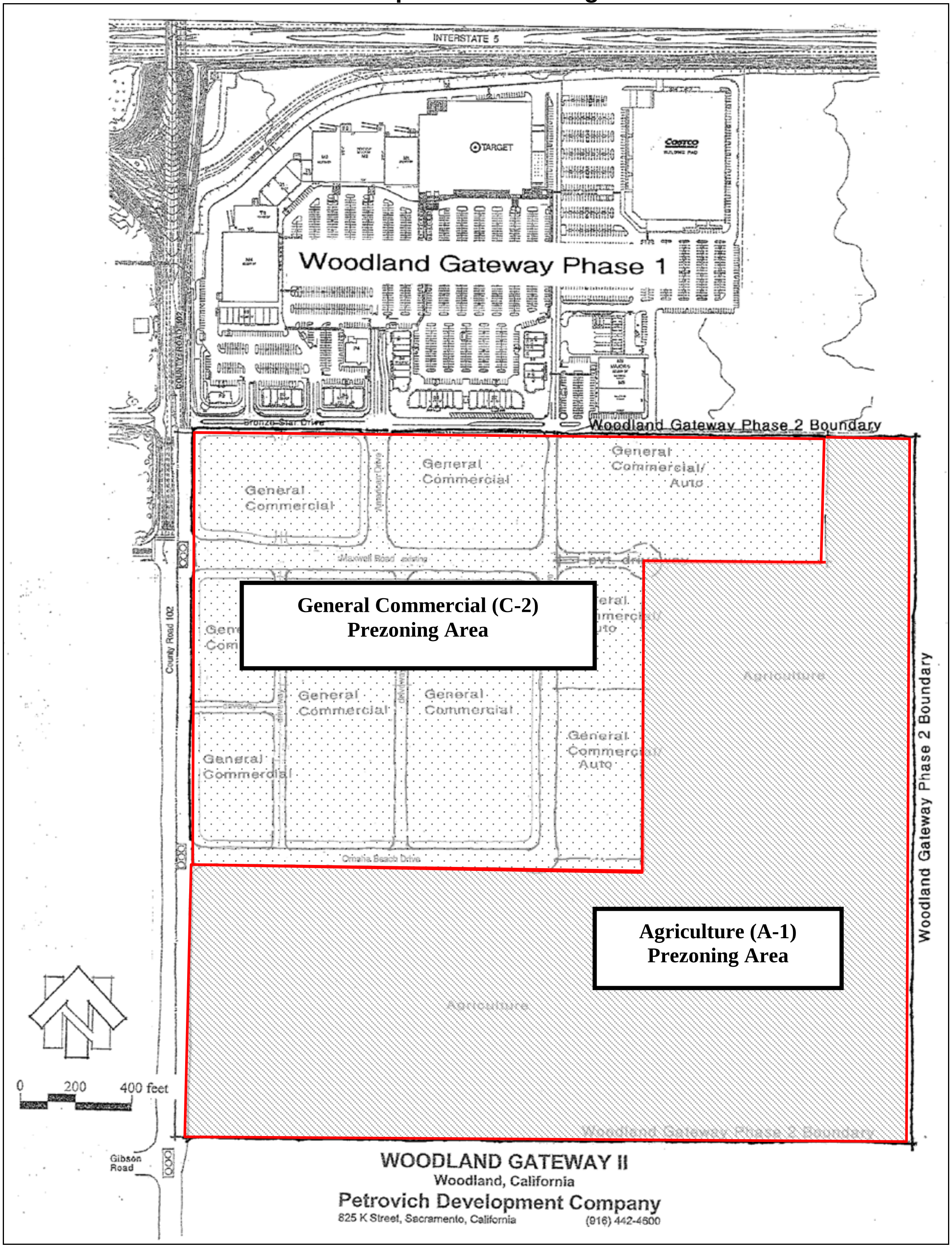
Attest:

____
Ana Gonzalez, City Clerk

I hereby certify that the foregoing is a true and correct copy of City of Woodland Ordinance No. 1533, which ordinance was duly introduced, adopted and posted pursuant to law.

____
Ana Gonzalez, City Clerk

EXHIBIT A
Proposed Prezoning



ORDINANCE NO. 1534

AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF WOODLAND
APPROVING THE CITY OF WOODLAND DEVELOPMENT AGREEMENT
CONCERNING THE WOODLAND GATEWAY PHASE II PROJECT

The City Council of the City of Woodland does ordain as follows:

Section 1. **Purpose and Authority**. The purpose of this ordinance is to approve the City of Woodland Development Agreement concerning the Woodland Gateway Phase II project between the City of Woodland and the Petrovich Development Company, in the form attached hereto and incorporated herein (the “Development Agreement”). This ordinance is adopted pursuant to Government Code section 65867.5 and other applicable law.

Section 2. **Findings**. The City Council finds and determines as follows:

a. On July 7, 2011, the Woodland Planning Commission conducted a duly noticed public hearing in accordance with applicable law, and recommended that the City Council approve the Development Agreement.

b. The City Council has conducted a duly noticed public hearing in accordance with applicable law, and now desires to approve the Development Agreement.

c. The City Council has evaluated the Development Agreement and the City General Plan and has determined that the Development Agreement is consistent with the General Plan.

d. On September 20, 2011, the City certified the EIR pursuant to CEQA for the Woodland Gateway Phase II project, which included the development project that is the subject of the Development Agreement.

Section 3. **Agreement Approval**. The City Council hereby approves the Development Agreement in the form attached hereto (See Exhibit A), authorizes and directs the City Manager to execute the Development Agreement on behalf of the City, and authorizes and directs the City Clerk to record a copy of the Development Agreement with the Yolo County Recorder within ten days of the date of the passage of this ordinance.

Section 4. This ordinance shall take effect 30 days after its final passage.

Section 5. Within 15 days from the date of passage of this ordinance, the City Clerk shall post a copy of it in at least three public places in the City.

INTRODUCED by the City Council on the 20th day of September, 2011.

PASSED AND ADOPTED by the City Council of the City of Woodland on the 4th day of October, 2011, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

____
Art Pimentel, Mayor

Attest:

____
Ana Gonzalez, City Clerk

I hereby certify that the foregoing is a true and correct copy of City of Woodland Ordinance No. 1534, which ordinance was duly introduced, adopted and posted pursuant to law.

____
Ana Gonzalez, City Clerk

EXHIBIT A

DEVELOPMENT AGREEMENT

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 4, 2011

SUBJECT: Adopt Resolution No.___Amending the Public Facilities Fees Fee Program Administrative Guidelines for Auto Sales

Report in Brief

Public facilities fees, also known as Development Impact fees, are collected at the time of building permit issuance for new development projects. The guidance for application of these fees is provided in the Public Facilities Fee Program Administrative Guidelines. Substantive changes, such as land use designations are required to be approved by the City Council by Resolution. Staff has prepared a revision to the administrative guidelines to change the land use designation for auto sales from retail to industrial.

Staff recommends that the City Council approve Resolution No. ____ adopting the October 4, 2011 revised Public Facilities Fee Program Administrative Guidelines designating auto sales under the "Industrial" land use category; and further direct staff to develop a separate Automotive Sales land use category in the 2012 Major Project Finance Plan (MPFP) Fee Nexus study update.

Background

On September 3, 1991, the City Council adopted Resolution No. 3629 establishing capital improvement facilities fees (development fees) as a means of providing funding for the public facilities needed to serve new development in the City. The City Council also adopted Ordinance No. 1193, which enacted section 6-1-1 (now section 6-1-2) of the Woodland Municipal Code to condition the issuance of building permits upon payment of development impact fees established by Resolution No. 3629. On November 5, 1991, the City Council adopted administrative guidelines (Resolution 3639) for implementation of the development fees in specified circumstances.

Revisions to Resolution 3639 are needed from time to time to reflect changes in the City processes and clarify instances where specified circumstances are not properly addressed by Resolution No. 3639. There have been two previous resolutions amending the administrative guidelines adopted in 2006 and 2007.

The proposed Guidelines are presented herein for approval by the City Council.

Discussion

The Public Facilities Fee Program Administrative Guidelines serve as a desk manual for interpretation of how to calculate development impact fees for new development. Included in this interpretation is a table defining the type of uses and in what land use category a new use should be assessed (Service, Office, Retail, or Industrial).

Currently new auto sales are listed within the 'Retail' land use category. In reviewing land use impact factors that are used in calculating the development impact fee for the Fee Program land use categories, staff has determined that a new auto sales land use category should be evaluated and considered to more accurately reflect auto dealership land use impacts.

Presently staff has been working with two local auto dealers who desire to relocate to undeveloped property and construct new auto dealership facilities. In working with the business owners, the staff has concluded that a separate land use category for auto sales should be evaluated and considered for inclusion in the City's MPFP Fee Nexus Study Update.

Auto dealerships are an important component in the local economy; providing both jobs and significant contributions to sales tax revenue. The two auto dealers have stated that a move (to an improved location with modern facilities) in the near term is necessary for them to maintain viable businesses in the City of Woodland, but it will be difficult to finance in the current economy. With a move to improved facilities, the auto dealers state that they expect a 25 to 40% increase in sales. Furthermore the relocation of any auto dealer from the downtown is a key to the implementation of the downtown specific plan and the eventual revitalization of the Woodland downtown.

Staff has reviewed land use categories of cities with specific auto sales land use categories. Preliminary review of those cities' auto sales impact use factors and fees indicate that those auto sales impact use factors align more closely to the City of Woodland's 'Industrial' land use category than the "Retail" category.

Therefore, staff believes it is in the City's long term economic interests to reclassify auto dealerships from the "Retail" land use category to an appropriate independent category. The City will not be able to complete a separate Nexus study in a time frame to meet the local auto dealers needs; and therefore is proposing to initially move the auto sales land use into the "Industrial" land use category in the fee tables until such time as the City completes an update of its MPFP Fee Nexus Study.

Staff has consulted with the City attorney and determined that although this change is not a strictly nexus based change; it is legal provided that other fee categories are not increased to offset any lost revenue.

By adoption of this Resolution, auto sales will be moved from 'Retail' (highest fee category) to 'Industrial' (lowest fee category) in the land use tables. This is a temporary classification until the City completes its next MPFP Fee Nexus Study Update, scheduled for FY2012.

Fiscal Impact

This adjustment will have no general fund impact or impact on the 10 year Capital Improvement Plan. The initial change will not affect the MPFP as the land the auto dealers are currently planning on moving to is zoned as industrial and modeled in the fee program as an industrial use. Upon updating the MPFP fee with a comprehensive Nexus Study in 2012, the entire fee program will be adjusted to account for the new fee category.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that The City Council approve Resolution No. __ adopting the October 4, 2011 revised Public Facilities Fee Program Administrative Guidelines designating auto sales under the 'Industrial' use category; and further direct staff to develop a separate Automotive Sales land use category in the 2012 MPFP Nexus Study update.

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Reviewed by: Brent Meyer
Principal Engineer

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Gregor G. Meyer
City Manager

Attachments: Resolution _____
Revised Administrative Guidelines

RESOLUTION NO. ______

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING REVISED ADMINISTRATIVE GUIDELINES FOR IMPLEMENTATION OF THE MAJOR PROJECTS FINANCING PLAN PUBLIC FACILITIES FEE PROGRAM FOR AUTO SALES

WHEREAS, on September 3, 1991, the City Council of the City of Woodland adopted Resolution No. 3629 establishing capital improvement facilities fees (hereinafter “development fees”) as a means of providing funding for the public facilities needed to serve new development in the City, which facilities are identified in the City of Woodland Major Projects Financing Plan (MPFP) dated August 15, 1991, and

WHEREAS, on September 3, 1991, the City Council of the City of Woodland adopted Ordinance No. 1193, which enacted section 6-1-2 of the Woodland Municipal Code to condition the issuance of building permits upon payment of the development fees, established by Resolution No. 3629, and

WHEREAS, on November 5, 1991, the City Council of the City of Woodland adopted Resolution No. 3639, which implemented the administrative guidelines for the development fees established by Ordinance No. 1193 and Resolution No. 3629, to address the applicability of the development fees in specified circumstances, and

WHEREAS, the City Council of the City of Woodland has considered and now wishes to adopt a revised set of administrative guidelines to enable the proper categorization and collection of development fees for Auto Sales and directs staff to develop a separate Automotive Sales land use category in the 2012 MPFP Nexus study update.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland that the “Public Facilities Fee Program Administrative Guidelines,” be adopted, a copy of which is attached hereto.

PASSED AND ADOPTED by the City Council this 4th day of October, 2011, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Artemio Pimentel, Mayor

ATTEST:

____
Ana B. Gonzalez, City Clerk

APPROVED AS TO FORM:

____
Andrew J. Morris, City Attorney

PUBLIC FACILITIES FEE PROGRAM
ADMINISTRATIVE GUIDELINES
REVISION DATED September 20, 2011

I. Introduction

These guidelines primarily apply to the implementation and administration of City of Woodland Code Sections 6-1-2 (c) et seq., which imposes Capital Improvement Facilities Fees on development. When applicable, these guidelines shall also apply to the implementation and administration of all other code sections which impose fees on new development.

Should any situations arise which are not covered by the guidelines, the City Manager or the City Manager's designee shall have the authority to make a written decision as to how the ordinance and any corresponding resolution are to be administered.

Any applicant dissatisfied with the decision of the City Manager may appeal such decision to the City Council by filing written notice thereof with the City Manager within ten (10) days of receipt of the City Manager's decision.

II. Definitions

For the purposes of this resolution, certain terms and words are herewith defined as follows:

"Development Fees" shall consist of

General City Facilities Fee
Fire Facilities Fee
Library Facilities Fee
Park and Recreation Facilities Fee
Police Facilities Fee
Wastewater Facilities Fee
Water Facilities Fee
Storm Drainage Facilities Fee
Road Improvements Fee

"Existing Development" - Buildings which have been in existence prior to any current request for a building permit or City utilities.

"Improvements to Existing Development" shall consist of an additional square footage to any existing building, any new buildings on a previously developed property or the connection to City utilities of a previously developed property.

"Non-Residential" – Any retail, service, office, or industrial uses.

"Land Use" - Land use is used as an indicator of service needs and hence as a basis for all non-residential development fees. A land use table is attached. The City Manager or the manager's designee shall interpret the appropriate zone for any land use not specifically listed in the table.

"New Development" - Vacant parcels of land that are proposed to be improved with buildings, parking lots, outdoor storage areas or landscaping.

"Square Footage" - The gross floor area of all stories of a building or structure, including basements, above ground stories, interior balconies and mezzanines.

"Single Family" - A building designed for occupancy by no more than two (2) families living independently of each other.

"Multi-Family" - A building designed for occupancy by three (3) or more families living independently of each other.

III. Fee Applicability

A. New Construction

1. Residential

Single Family Dwelling Units shall be subject to development fees on a per dwelling unit basis at the single family rate.

Multi-Family Dwelling Units shall be subject to development fees on a per dwelling unit basis at the multi-family rate.

2. Non-Residential

Retail, service, and office uses will be subject to development fees on a square footage basis using the land use categories found on the attached land use table.

Industrial uses shall be subject to development fees on a square footage basis at the industrial rate.

B. Improvements to Existing Development

1. Residential - Building permits for the purpose of creating more than one (1) additional dwelling units (detached or attached) will be subject to development fees at the single family rate. A dwelling unit is defined as a structure having more than 640 square feet (sf).

A structure having 640 sf or less is considered a secondary dwelling unit.

Improvements or additions to existing dwelling units that do not create an additional dwelling unit are not subject to fees.

2. Non-residential - Additions to existing buildings or new buildings on partially developed properties will be subject to development fees on a per square foot basis for the applicable land use type, for the addition of new building square footage only.

   For non profit businesses that demonstrate little or no impact, the Public Works Director may approve fee exemption for building additions up to 640 sf.

C. Outdoor Storage, Canopied Areas, Pole Barns

When a non-residential property has storage or sales areas that are not under a defined building and the enclosure or cover requires a building permit, the area will be subject to fees on a square footage basis for the applicable land use type. If the structure does not have water or sewer connection and is an auxiliary structure to the primary structure on the property, the Public Works Director may reduce or eliminate the fees.

D. Utility Connections

When the only requested improvement is connection to City utilities, development fees will be due for the affected services only. City water (for domestic use, fire protection or irrigation, or any combination) or sewer will not be provided individually if both are readily available to a property. A request for either service will require a connection to both water and sewer and payment of the development fee for each.

E. Change in Use

When a business license is requested for a new business that is going to occupy an existing building, an evaluation of land use shall be made. If the proposed use is of a higher intensity than the user for which development fees were originally paid, then additional fees will be due.

Additional fees are calculated based on trip generation, storm water acreage impact, and dwelling unit equivalent (DUE) water usage~~,~~ and sewer impact.

F. Structure Exempt From Building Permits

Fees will be imposed to the extent permitted by law on any development which does not require a building permit from the City of Woodland (refer to Government Code 54999 regarding public entities). Such development will often be required to apply to the City for a permit other than a building permit, for example, when requests are made for a use permit, encroachment, water or sewer connection permit. Any such permit shall be conditioned to include development fees on a per square foot basis at a rate appropriate for the proposed use.

IV. Exemptions

A. Interior alterations that do not increase the gross square footage of a building and do not result in a more intense land use will not be subject to development fees.

B. Replacement of a prior building (that was removed by demolition, fire or act of God) shall not require payment of development fees providing that the new building is of equal or lesser square footage than the prior building and the proposed use is of equal or lesser land use intensity and the property has been vacant for less than one year or has evidence that entitlements have been actively pursued within the past year when the permit for the new building is applied for.

V. Credits

A. For land that has been vacant with no building for more than one (1) year (prior to building permit application) and evidence exists that some development fees have been paid in the past (evidence can consist of property development agreements with fees identified, or a engineers report from an assessment district), a credit towards currently applicable fees will be made. Full credit will be given for each category of development fee that was previously paid. For example, if water, sewer and storm drainage development fees were paid as part of a project in 1980, then for a current project on the same property water, sewer and storm drainage development fees shall be considered paid in full. All other development fees shall be due. The amount of credits will be determined by the City Engineer.

B. When buildings have been cleared within the last year, a credit for the previous uses shall be applied towards the development fees now due. The amount of credit will be for the equivalent of the development fees that would currently be assessed against the prior building (as if a building permit for the prior building were pulled simultaneously with the permit for the new building). Credit is not to exceed fees due by both fee category and net overall.

C. If the proposed subdivision contains fifty or less parcels, the subdivider shall pay an in-lieu fee in the amount specified in the City Municipal Code relating to Dedication of Park Lands and Facilities. If the propose subdivision contains fifty-one or more parcels, the City has the discretion of accepting land dedication, an in-lieu fee or a combination of both.

VI. <u>Adjustments</u>

A. The development fees have been established using certain averages for water use, sanitary sewer flow, storm water runoff, and trip generation. Any proposed non-residential project that exceeds these averages will be subject to a case by case analysis by the City Engineer and possibly revised fee schedule. The averages that each project will be compared with are as follows:

1. Water - domestic and irrigation

a.	Retail	>	317 gal/1000 sq. ft./day
b.	Service	>	346 gal/1000 sq. ft./day
c.	Office	>	244 gal/1000 sq. ft/day
d.	Industrial	>	317 gal./1000 sq. ft./day

2. Sanitary Sewer: Note that for excessive BOD or TSS it is typically more economical for businesses to pretreat the waste water prior to discharge into the City system. Likewise there is a quantitative limit to how much waste water the City system can take. Excessive flows would require either expansion City treatment capability or pre treatment. The timing of expansions of the Wastewater Treatment Plant is planned to accommodate normal build out of the City. Because expansions can take 4-5 years to plan and construct, abnormal demands on the system may not be able to be accommodated without significant lead time. Fees for development with abnormal flows are based on equivalent dwelling unit cost calculations by the City Engineer and approved by the Public Works director.

3.

a.	Retail	>	110.2 gal/1000 sq. ft./day
b.	Service	>	137.7 gal/1000 sq. ft./day
c.	Office	>	91.8 gal/1000 sq. ft./day
d.	Industrial	>	103.3 gal./1000 sq. ft./day
e.	BOD	>	235 ppm or mg/L

4. Storm Drainage
   Non-Residential Building size < 25% or > 45% of property.

4. Traffic

a.	Retail	>	31 trips/1000 sq. ft./day

b.	Service	>	12 trips/1000 sq. ft./day
c.	Office	>	18 trips/1000 sq. ft./day
d.	Industrial	>	5 trips/1000 sq. ft./day

No credits or reduction of fees are allowed for projects falling below these averages.

B. Affordable Housing

1. Qualifications

A developer constructing a project that meets the affordable housing requirements as set forth in section 6A of the municipal code shall be eligible for a deferral.

Waiver of development fees is prohibited unless an alternative source of funding is secured.

2. Process

For qualifying projects, the City shall offer a deferral of development fees. The developer must show that the deferral is necessary to allow housing units to be available for the specified household income level.

Procedures:

a. Each eligible project seeking a deferral of development fees shall submit such a request in writing in duplicate to the attention of the City's Community Development Director and Public Works Director.

b. Director Approval: The Finance Director may approve an affordable housing no interest fee deferral, provided that the applicant/developer pay fees in full on each unit prior to Certificate of Occupancy. Any other request shall be subject to section below.

c. City Council Ratification: Each request made by a developer shall be subject to ratification by the City Council. Such ratification shall include the Finance Director's determination of the method and the length of time for repayment.

d. Certification Required: Low income or lower income units must be available to qualified persons and families permanently. The developer shall, upon deferral by the City, certify that the moderate, low income, or lower income units were sold or rented to qualified persons and families.

The developer shall sign an agreement with the City to pay for the annual monitoring required to verify compliance.

For those for-sale units, monitoring shall occur at time of sale or transfer of property. Once the deferred fee is repaid, monitoring shall cease.

In addition, reasonable conditions may be imposed to assure availability of such housing as low income or lower income housing.

C. Fee Deferral for Development

There are generally no other cases in which a fee deferral would be appropriate, and any agreements shall be ratified by the City Council. Should a developer wish to request a fee deferral it shall be in writing and the request shall include a statement of why a fee deferral is economically necessary to the project. Any deferment to non affordable housing/bonus density projects shall be deferred at an interest rate to be determined by the City Finance Director.

The City Council ratification shall occur prior to the issuance of Certificates of Occupancy and include approval of the City Finance Director determination of the method and the length of time for repayment.

D. Facility Fee Waiver

"In no event shall any facilities fees be waived unless an alternative source of funding to replace the fees has been secured."

VII. Fee Calculation

Upon receipt of an application for a building permit, the Community Development Department (CDD) shall determine the number of single family DU's , multi-family DU's or the square footage and proposed use in the case of commercial/industrial projects, and adds this information to the application. An inter-department development fee request form is prepared by CDD. CDD will forward the request form to the Public Works Department to take the following actions:

A. Public Works will determine if any development fees have been previously paid.

B. Any fee categories that were previously paid on an acreage basis, and included in the land of the currently proposed project, shall be considered paid in full. Fee categories that were established after the prior payment, will be charged at the time of the building permit application.

C. Public Works determines if the project qualifies for any credits or adjustments and so indicates on the form. When a single industrial building is divided for the purpose of leasing to separate users, the development fees will be calculated based on the separate uses. For example, a 40,000 sq. ft. building in an industrial area is divided into two 20,000 sq. ft. spaces. One is occupied by a small warehouse type operation. The other space is strictly office use. Development fees will be calculated for 20,000 sq. ft. of industrial use and 20,000 sq. ft. of office use.

D. No differentiation will be made for mixed uses of a single user, such as the internal office area of an industrial building. In these cases the primary use is the basis of calculating the development fees.

E. Storm drain impact fees are calculated on a per acre basis, to allow for collection at time of building permit. The fees will collected are based on a zone specific acreage basis:

1. New Residential: Calculated at Final Map as the fee/acre times the number of acres divided by the total number of units and collected on an average cost per lot basis per the Map. The multi-family residential storm water fee is all due at the pulling of the first building permit

2. Infill Residential: Calculated as either the lot size divided by infill acreage or lot size divided by the number of units divided by infill acreage.

3. Commercial: Collected on the size of the lot unless the lot is not being fully developed. Fully developed means that the lot has no foreseeable future parceling out for other developments or the developed property is at the maximum floor area ratio (FAR). For prior development infill or additions, the fee is calculated as the square footage of the building footprint divided by the floor area ratio of 0.4 divided by 43,560 sf.

F. The fee calculations are drafted by Public Works staff and approved by a senior engineer or designee. Discretionary interpretations/credits/and deferrals are approved by the Development Services Senior Engineer or City Engineer. Applicants may appeal to the Public Works Director.

G. Public Works then computes the final total development fees due and returns the form to the CDD. The form is attached to the building permit and the development fees due are included in the cost of the building permit.

The developer shall pay capital improvement facilities fees in effect at time of the building permit issuance.

VIII. Developer In-Lieu Improvements

Whenever a developer is required as a condition of approval of a development project, or permitted in the City's discretion, to construct a public facility described in the MPFP, a reimbursement/credit agreement with the developer shall be executed. Any reimbursement, whether cash or a credit against the facilities fees which would otherwise be charged, shall not be made prior to the calendar year identified in the MPFP for construction of a particular public improvement. If this reimbursement/credit is not made in the same calendar year as the cost is incurred, the amount of the reimbursement shall be increased on January 1 of each year in the amount of the percentage increase in the Engineering News Record Construction Cost Index.

The timing and method of payment (credit/reimbursement) will be negotiated and included as part of the reimbursement agreement and approved by the City Council prior to construction of the improvements. If the improvements are to be financed by an assessment district (including Mello-Roos), credits may be given to the individual property owner and/or reimbursement shall be made to the district. The proposed spread of credits/reimbursement must also be approved by the City Council prior to construction of the improvements. If actual bid prices, or the need for change orders during construction, will cause the reimbursement or credit change from the amounts in the agreements, prior written approval to proceed from the City will be required. Failure to obtain written approval will be cause to disallow any adjustments to the reimbursement/credit.

In order to receive any reimbursement or credit for constructing a project identified in the MPFP, the developer must submit evidence that this work was secured through a competitive bidding process and certify that prevailed wages were paid appropriately.

If the developer has pulled building permits and paid public facility fees prior to the credits/reimbursement agreement being approved by the City Council, the developer will only receive credits/reimbursements on future permits. No refunds will be processed for the fees paid prior to the credit/reimbursement agreement being approved by the City Council.

A credit/reimbursement will be given to the developer to offset the development fee that type of facility imposed on subsequent development of the parcel. In other words, a street improvement cost will only be subject to credit/reimbursement against the road improvement fee.

IX. Methods of Financing

Fees payable pursuant to Section 6-1-2(c) of the Woodland Municipal Code may, in the discretion of the City, be financed through the formation of a special benefit assessment district, a Mello-Roos Community Facilities District, or analogous financing mechanism. In the event such debt financing is authorized by the City, the City shall apply an in-lieu credit against the fee which otherwise would be charged. In the event a financing mechanism is approved to finance public facilities listed in the MPFP, the City may agree to reimburse the developer to the extent the developer has paid special taxes or assessments for such oversized public improvements or has otherwise provided advance funding for such public improvements and has not otherwise been reimbursed.

X. Annual Adjustment of Fees

The amount of fees approved in the Resolution adopted pursuant to Section 6-1-2(c) of the Woodland Municipal Code shall increased annually, on January 1 of each year, beginning in 1993, in the amount of the percentage increase in the Engineering News Record construction cost index, or any successor index which may be selected by the City Council. Fees may also be adjusted at other times during the year in conjunction with adoption of an updated Major Projects Financing Plan. Fees charged shall be based on the fees in effect at the time they are paid.

An Urgency Resolution was passed by the City Council on April 18, 2006. For those building applications that have been received by the City, but not yet issued the applicant will be allowed to pay the lesser of the 2005 or adopted April 18, 2006 development impact fees, assuming they pay for permits within 60 days from the April 18, 2006 (or the date the applicant is notified the permits are ready to issue).

Land Use Table

Land Use Type	Retail	Service	Office	Indust.
Adult Bookstores	X			
Adult Motion Picture Theaters		X		
Ambulance Services		X		
Animal and Food Processing				X
Appliance Sales, Service and Supply		X		
Auto - Lube Shop		X		
Auto - Major Service and Repair		X		
Auto - Minor Service and Repair		X		
Auto and Truck Service Stations		X		
Auto Parts and Accessory Stores	X			
Auto Rental and Lease Agency		X		
Auto Sales, New and Used	~~X~~			X
Bakeries	X			
Barber and Beauty Shops		X		
Bars, Cocktail Lounges, and Taverns		X		
Bowling Alleys		X		
Building Materials Sales Yard	X			
Cabinet, Carpenter & Woodworking Shops		X		
Cafes, Coffee Shops, and Restaurants		X		
Card Rooms		X		
Carwashes		X		
Churches		X		
Clothes Cleaning and Laundry Pickup Stations		X		
Commercial Recreation Facilities		X		
Communication & Pub. Utility Service Facilities		X		
Dance Halls		X		
Drive-In Theaters		X		
Drive-in, Fast Food, Self-Service, Take-Out Restaurants	X			
Drug Stores and Pharmacies	X			
Electrical Sales, Service and Supply		X		
Equipment Rental		X		
Farm Supply & Implement Sales and Service		X		
Film Processing and Pickup Stations		X		
Financial Institutions			X	
Fire Extinguisher Sales and Service		X		
Flea Markets	X			
Florists	X			
Food and Grocery Stores	X			
Fortunetelling		X		
Gift Shops	X			
Glass Sales and Service		X		
Hardware Stores	X			
Heating and AC Sales and Service and Supply		X		

Land Use Type	Retail	Service	Office	Indust.
Hospitals		X		
Hotels and Motels		X		
Hydraulic Equip, Well Drilling Sales, Service and Supply		X		
Institutional		X		
Janitorial		X		
Laundromats		X		
Laundry, Dry Cleaning Plants		X		
Liquor Sales, On and Off Sales	X			
Locksmiths		X		
Machine Shops		X		
Manufacturing and Assembly				X
Medical and Dental Clinics			X	
Medical Laboratories			X	
Mini Marts	X			
Mini Storage Facilities		X		
Miniature Golf		X		
Multi-use Developments		X		
Offices			X	
Opticians			X	
Parking Facilities		X		
Parking Facilities, Off-Sites		X		
Passenger Terminals		X		
Pipe Sales, Service and Supply		X		
Plant Nurseries and Greenhouses	X	X		
Plumbing Sales, Service and Supply		X		
Pool Halls		X		
Pool Service and Supply		X		
Prescription Pharmacies	X			
Produce Stands	X			
Public and Quasi-Public Building Uses		X		
Public Scales		X		
Pump Sales, Service, and Supply		X		
Recycling Service Centers		X		
Research and Development Facilities			X	
Residential Hotels		X		
Retail Stores and Shops Providing a Convenience Service	X			
Rice Storage		X		
RV and Boat Storage		X		
Shopping Centers	X			
Skating Rinks		X		
Social Halls, Lodges, Fraternal Organizations		X		
Swimming, Tennis, Racquetball, and Health Clubs		X		
Taxi Cab Service		X		
Technical, Trade, Craft Schools, and Studios		X		
Theaters		X		
Tire Recapping		X		
Travel Trailer Parks, and Overnight Campgrounds		X		

Land Use Type	Retail	Service	Office	Indust.
Upholstery		X		
Variety Stores	X			
Veterinary Offices and Clinics			X	
Video Game Centers		X		
Warehousing				X
Welding Shops		X		
Wholesale and Distributing Business		X		