CITY OF WOODLAND
300 FIRST STREET
WOODLAND, CALIFORNIA

CITY COUNCIL
CLOSED SESSION AGENDA

NOVEMBER 1, 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.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS-PUBLIC COMMENT

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. COMMITTEE REPORTS

F.1 Receive the Minutes of the Parks & Recreation Commission Meeting of April 25, 2011, June 27, 2011 and July 25, 2011

F.2 Receive the Minutes of the Commission on Aging Minutes of April 14, 2011, May 12, 2011 and July 14, 2011 Meeting of June 30, 2011

G. CONSENT CALENDAR

1. Receive the Quarterly Status Report from Community Development Department

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

3. Adopt Ordinance No. 1535 Amending Chapter 5A and Adding Chapter 5B of the Municipal Code Related to Bing Games

4. Adopt Resolutions; Authorize Execution and Delivery of Amendment No. 1 to Site Lease and Facilities Lease Related to Proposed Regional Water Treatment Facility Site for Woodland Davis Clean Water Agency

5. Receive Annual Update on Municipal Storm Water Permit Compliance

H. REPORTS OF THE CITY MANAGER

6. Adopt City Council Schedule for the Holiday Season

7. Appoint New Parks & Recreation Commissioner

I. ADJOURN

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, November 1, 2011 was posted on October 28, 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: November 1, 2011

SUBJECT: Parks & Recreation Commission Minutes April 25, 2011, June 27, 2011 and July 25, 2011

Report in Brief

Parks & Recreation Commission meeting minutes of April 25, 2011, June 27, 2011, and July 25, 2011 are attached for the Council's review. No action necessary, this is informational only.

Recommendation for Action

No action is required, informational report only.

Prepared by: Christine Engel
Interim Recreation Manager

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Kevin O'Rourke
Interim City Manager

Attachment

Agenda Item: Minutes

Parks & Recreation Commission

Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

Commission Meeting Minutes April 25, 2011

Call to Order
Meeting convened at 6:35 p.m. at the Woodland Community & Senior Center, 2001 East Street, Woodland, California by V.Chair Murphy.

Commissioners Present: Groom, Murphy, Chavez, Salinas
Absent: Tapia
Staff: E. Murphy, Haynie, Sanders, Bellini, Tringali

Pledge of Allegiance

Correspondence (this item will be addressed after the CM report)
Letter from Commission on Aging dated April 19, 2011 voicing their concerns about the elimination of Youth and Contract programs.

"We understand the discussion behind this issue is a desire to develop programs and services that specifically focus on youth and family services that will prevent youth violence. We believe that is currently being addressed by the many programs currently in place."

"Before any decision is made about redirecting funds, we think it is important to 1) determine if other community program really can have a bigger impact on prevention and early intervention; 2) get firm commitments from the identified "community resources" that they can and will run quality youth programs; 3) allow for ALL youth (high and low risk) from throughout Woodland to have an opportunity to participate in programs."

Commissioner Garman from COA presented the COA letter to P&R Commission. Informing the Commission that COA had been looking into reestablishing the Teens Helping Seniors Program. This program is an intergenerational program that benefits both seniors and youth.

E Murphy stated that staff would look into funding for this program which Tringali explained would cost $5,000 to run.

Public Comment

Consent Calendar
Commission Minutes of February 28, 2011
Commission accepted February 28, 2011 minutes.

Parks & Recreation Commission
Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

Communications Written-Staff Reports

Recreation Division Report-Elle Murphy

Parks Report/Street/Tree Report-Rob Sanders
Commission accepted written staff reports.

New Business-Action Items

A. Field Use Allocation Process-E Murphy
E Murphy explained that the Mayor has asked that the field allocation process be reviewed by staff and the Commission to ensure relevance and fairness. The current process gives priority to City programs and to tournaments that bring economic stimulus to the City.

Staff is asking commission to either affirm the current prioritization for field use at the Sports Park as established by Council in the fee schedule, or initiate dialogue with all user groups if field use priorities need to be changed and analyze in greater detail the fiscal impact and other significant consequences of such action.

John Gerald, Woodland Soccer Club asked if Dave Douglass would be permitted for use again. Coaches are frustrated with the closure of Dave Douglass for permitted use.

Commissioner Salinas stated that it looks like a space issue and is trying to understand the attached spreadsheet.

Commissioner Murphy explained that the leagues paid per player fees, not rental fees for their field use.

Staff received an email last August from Robert Marin, WSC, informing staff/City that the WSC board has decided not to use Dave Douglass fields. After that request, the City decided to no longer permit use of Dave Douglass to organized sports.

Commissioner Murphy stated that the fields at the Sports Park were built to replace Dubach Field and were always intended for Adult Softball use. Council made the decision to have one of the fields a soccer only field.

Commissioner Chavez asked John Gerald how many players WSC had. Gerald responded that the group had 400 players in the fall and 300 in the spring.

Commissioner Murphy stated that practice was the big issue, now that the Club was a competitive club, and needs to practice two or three times a week.

John Gerald stated that WSC teams also need to practice on natural grass since they don't always play on artificial turf. This is why the group would like the use of Dave Douglass Fields again.

Commissioner Salinas asked about revenues, economic development, outside dollars and look at field use to increase tournament rentals.

Gerald stated to increase tournament use, would further limit field availability for WSC since most tournaments are on Saturday and Sunday and the club plays their games on Saturday.

Commissioner Chavez asked why WSC isn't looking for other places to practice. In the long term the clubs will need other places for practice times for competitive team needs.

Gerald stated that practice for a recreational team can happen at a park or open space but competitive teams need goals for practice.

Commissioner Murphy made the motion to initiate dialogue with all user groups if field use priorities need to be changed and analyze in greater detail the fiscal impact and other significant consequence of such changes; solution cannot be that the City spends more money. Commissioner Salinas seconded the motion. Motion carried 4-0.

B. First Ground Level Tank

Akin Okupe explained that the City is planning on installing the first ground level tank at Dave Douglass Park. Tank construction would be done in two phases; the first ground level tank is scheduled to begin construction in September 2011. Asking the Commission to authorize the construction of the first Ground Level Tank at Dave Douglass Park or Commission could not authorize this construction and give directions to staff on changes to be made.

Commissioner Murphy asked what investment has been done to date. Okupe stated that the design and analysis of the site were complete; $300,000.00 had been spent to date.

Commissioner Murphy asked if infrastructure for sewer and water for future restroom facilities would be possible.

Commissioner Salinas asked if the sprinkler lines for future recreational needs could be addressed.

Sanders assured the Commission that all plans will be coordinated.

Commissioner Chavez made the motion to authorize the construction of the first Ground Level Tank at Dave Douglass Park; Commissioner Groom seconded the motion. Motion carried 4-0.

New Business- Information Items

A. FY 11/12 Budget-CM Deven

City Manager Mark Deven went over his budget report that was presented to Council on March 29, 2011. CM Deven only addressed the report section that covered the Parks & Recreation Department (Recreation Division). CM Deven explained that with 27% or 100 positions cut from the City, the Parks division now part of the Public Works department and the Recreation Division temporarily under the Police Department some changes needed to be made.

CM Deven stated that after the 2008 shooting of a teen at Campbell Park the City has been looking into a “Youth Violence Prevention Program”. There have been meetings with church groups, the school district and other organizations that offer services for youth. The City has looked at other city models for this program. The “Mayor Gang Task Force” of San Jose looks like a model that the City of Woodland could use for the City’s prevention program.

It was determined to pursue this plan even though there was not a budget for this program in place. With that in mind CM Deven asked the Recreation staff to identify the division’s “Core Services” and those programs that could be taken over by others to provide services. When this exercise was completed, it was determined that youth programs and contract classes could be eliminated from recreation division. This would free up approximately $130,000 of the recreation budget for “Youth Violence Prevention Program”.

Commissioners asked if other groups such as the YMCA had been approached to take over the services and if they would be able to run the same quality of programs that recreation runs. CM Deven responded that the program was still a “concept” at this point.

Commissioners wonder how many participants would be affected by eliminating youth and contract programs. E Murphy stated that Recreation was being asked to refocus programs and to see what is being offered in the Community.

Commission asked if City was hoping someone would pick up the slack and willing to give up money from programs. Does this mean that the City would assist monetarily with another group taking over programming? CM Deven stated that the City will not be sub-contracting out the services.

Commission also stated that it was crucial that the school district, religious groups, Probation, Yolo County, non-profits, and District Attorney were included in these developmental discussions, eliminate duplication of efforts. Key to this program would the leadership, who will be the “leader”.

Commission asked if the City thought about using the Richmond model, training of officers, positive rewards reinforcement and change interaction with kids and police. Commission also stated that the Recreation Division was going to lose this money anyway, so what would the next step be?

CM Deven stated that the next step would be to develop the framework for the program, formalize and receive green light from Council to move forward and to get everyone in the same room. When asked who would get everyone in the same room? CM Deven stated that Chief Bellini and CM Deven will get everyone in the same room.

Art Williams from Woodland Tennis Club asked how participates will be informed that the forty five (45) programs are ending? Will they transitioned out or just end at the end of current guide? What about Woodland Tennis Club, will they be able to continue use at City Park?
CM Deven stated that the programs would be transitioned out, probably not until 2012 and that current use of City facilities will not be affected.

Benjamin Garman, Commissioner from Commission on Aging, asked about price structure for services, and hoped that with the new services, Recreation would continue to offer a broad spectrum of services. Commissioner Garman would be interested in knowing which groups are being considered to take over programs.

Agenda Item: Minutes

Parks & Recreation Commission
Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

Commission Meeting Minutes June 27, 2011

Call to Order
Meeting convened at 6:35 p.m. at the Woodland Community & Senior Center, 2001 East Street, Woodland, California by V.Chair Groom.

Commissioners Present: Groom, Murphy, Tapia, Salinas
Absent: Chavez
Staff: E. Murphy, Haynie, Sanders, Meyer

Pledge of Allegiance

Correspondence (None)
Public Comment
Jennifer Hogan presented Commission with a request for a labyrinth and a community garden on the northwest corner of the Community & Senior Center property. Ms. Hogan stated that she had a Boy Scout who needed a project to become an Eagle Scout. The scout would design the labyrinth, raise all funds needed for the project and recruit volunteers to work on the project. Director Meyer asked about maintenance of the project after completion, stating that there would need to be zero cost to the City. Haynie asked where Ms. Hogan wanted to put the project. Ms. Hogan stated that they wanted to put the project on the site of the future tennis courts. Haynie stated that this request would mean a change to the Community & Senior Center master plan, which only Council could approve. The community garden would be adjacent to the labyrinth and has its own funding through a grant. For both projects at least one half acre would be needed. After further discussion it was decided that the Commission Facility Committee would meet with the group and explore the options and bring a report back to the Commission.

Consent Calendar
Commission Minutes of May 23, 2011
Commission accepted May 23, 2011 minutes.

Communications Written-Staff Reports

Recreation Division Report-Elle Murphy

Parks Report/Street/Tree Report-Rob Sanders
Commission accepted written staff reports.

New Business-Action Items

A. Work Plan 2012
   Capital Park Projects: Sanders will send list of projects that need funding to Commissioners. Commissioners will review list and find projects that Commission could pursue alternative funding sources. Commissioner Groom will send updated Work Plan 2012 to Haynie to be sent to Council with current minutes.

New Business- Information Items (None)

Parks & Recreation Commission
Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

Old Business-Action Items

A. Cricket Field
Tabled until cricket group can be notified and attend the Parks & Recreation Commission meeting.
Meyer will send the group his communication and the date of the next Commission meeting.

Old Business-Information Items

A. Memorial Field Dedication
The Memorial Field Dedication is scheduled for June 28, 2011 at 5:00 p.m. at the Sports Park.

B. Core Service Document
E Murphy explained that the City Manager requested an "analytical way" to evaluate existing programs to find a program area that could fund the "Youth Violence Prevention Program"; the City needed to fund this prevention program, which could only come about by replacing existing programs.

Commissioner Salinas stated that the document was informative. Number of individuals served for programs being cut would have been helpful along with the cost of the programs affected. Meyer stated that the numbers would be helpful so that staff would know where "your bang for the buck" is. Staff indicated that it would be hard to determine since many of the programs have spectators and are offered each month. The current staff report shows participants and participant hours for each program. Staff could not bring any update of the Core Service Document to Commission before the September Commission meeting. Staff needs clarification on the use of the document once completed.

Committee Reports

A. Ad Hoc Committee Report-Field Allocation Meeting
Commissioner Groom reported that she and Commissioner Chavez attended the Fall Field Allocation meeting for soccer. The current policy will stay in place until or if the policy is revised. Commissioners asked if the soccer groups used other facilities for practice.

Robert Marin of the Woodland Soccer Club stated that he could answer some of the Commissioners questions concerning other fields used by the soccer groups. Mr. Marin stated that WSC uses WHS, Lee and Pioneer High School for games and practice. Commissioners asked what the process was with the WJUSD. Mr. Marin said that WSC submits a permit requests, there is a fee for use and/or exchange of services. WSC purchased soccer goals in exchange for fees. Mr. Marin stated that WSC gave up Dave Douglass Field because WSC thought that the Sports Parks would meet all of their field use needs. It is now clear that the Sports Parks unfinished will not meet those needs.

Mr. Marin stated that during the soccer allocation meeting groups became aware that adult soccer YCASL was considered a "League" and paying the league rate for their use of the Sports

Park. Mr. Marin stated that it was not fair that "Adults" were paying less than youth soccer to play on City fields. There seems to be inconsistent enforcement of policies and procedures between all of the groups. E Murphy stated that YCASL presented itself as a league and staff must take their word that they are in fact a local "League. Mr. Marin stated that the Adults need to follow all the rules; WSC cannot hide their schedule since it is posted on their parent organizations web pages. Mr. Marin also stated that the adult league had informed him that if he needed more field space, WSC could use YCASL's times. Commissioner Groom stated that these were the kind of issues that the Commission Ad Hoc committee would be looking into in the field allocation process.

B. Facility Committee Report-Master Plan for Dave Douglass Park
Will be brought back to commission at next meeting.

Communications-Commission/Staff Statements and Requests
E Murphy informed the Commission that Public Swim, now free, has been almost full everyday. Maximum number of swimmer set by staff is 600.
Commissioner Murphy informed the Commission about the Woodland Recreation Foundation's 4th of July events. The WRF have received enough donations for the Fireworks display.

Other Business (None)

Business Items for Next Meeting:

July 25, 2011
Cricket Field
Facility Committee-Master Plan for Dave Douglass Park
Workplan-FY 12-Review assignments

Next Meeting Date: July 25, 2011, 6:30 p.m.

Adjourn: meeting adjourned at 7:50 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

Agenda Item: Minutes

Parks & Recreation Commission
Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

Commission Meeting Minutes July 25, 2011

Call to Order
Meeting convened at 6:35 p.m. at the Woodland Community & Senior Center, 2001 East Street, Woodland, California by V.Chair Groom.

Commissioners Present: Groom, Murphy, Tapia, Salinas
Absent: Chavez
Staff: Engel, Haynie, Sanders, Meyer, Bain, Bellini, Deven

Pledge of Allegiance

Public Comment
Coaches from the Woodland Soccer Club voiced their concerns about fees they are being charged for practice times and not having enough practice times for their Competitive Teams. Coaches also asked why David Douglass Park could not be used for additional practice space for these teams. If two soccer fields were set up at David Douglass Park there should not be an issue with parking in the neighborhood. Additionally the coaches stressed that WSC soccer is for the kids and all volunteers are adults.

Commissioner Murphy stated that it is a juggling act to schedule all the requested use on City fields. CM Deven replied that the City was trying to fix this but there are just so many fields. City resources on the capital end are limited. There needs to be some give and take some where. Policies for use are the right place to start.

City Manager Mark Deven introduced Christine Engel to the Commission as the new Acting Manager for the Recreation Division. Engel is the Human Resource Analyst and has been employed with the City for over 9 years.

Elle Murphy will be working with Public Safety Chief Bellini in merging Fire and Police together into the Public Safety Department. CM Deven appreciated the job that Murphy and Bellini did for the Recreation Division.

Consent Calendar
Commission Minutes of June 27, 2011
Commission accepted June 27, 2011 minutes.

Parks & Recreation Commission
Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

Communications Written-Staff Reports

Recreation Division Report-Elle Murphy

Parks Report/Street/Tree Report-Rob Sanders

Commission accepted written staff reports.

Commissioner Salinas requested more information on the actual cost of programs in the Recreation report and when would the midyear cuts would be requested. Engel responded that she would look into an annual report to reflect the actual costs of programs. CM Deven stated that if additional cuts were needed they would be requested in December.

Correspondence

Badminton Petition was received from Martha Yin. Ms. Yin addressed the Commission stating that she had recently moved to Woodland. Ms. Yin is part of a group of Badminton players who have been traveling to Vacaville to play. Ms. Yin's group is requesting that the City provide them a place at the Community & Senior Center to play Badminton.

Commissioner Murphy asked if the group played indoors or outdoors, how many times a week they played, and how long their season lasted. Ms. Yin responded that the group played indoors, once or twice a week, and they played all year round.

Commissioner Salinas asked if they were a Club. Ms. Yin responded that they were not. Bain stated that Staff would follow up with Ms. Yin and report back to Commission.

New Business-Action Items (None)

New Business- Information Items (None)

Old Business-Action Items

A. Cricket Field
   Meyer contacted the group requesting a Cricket Field at David Douglass Parks. No members were in attendance at tonight Commission Meeting.
   Discussion ensued.

   Commissioner Murphy made the motion to not support the installation of a concrete or other masonry type cricket pitch at the storm water detention basin known as David Douglass Park; nor support the installation of an earthen 'rolled' pitch. Commissioner Tapia seconded the motion. Motion carried 4-0.

B. Work Plan 2012
   Ad Hoc Committee will review Fee Structure and Field Allocation process with meetings scheduled on Monday, Wednesday or Friday only.

Commissioner Salinas made the motion to accept the Work Plan for 2012 with the changes, Commissioner Murphy seconded the motion. Motion carried 4-0.

Old Business-Information Items

Committee Reports

A. Ad Hoc Committee Report-Field Allocation Meeting (baseball)
CM Deven, Engel, Bain and Haynie attended the baseball field allocation meeting. Discussed request from both Little League and Cal Ripken to build a T-ball diamond on Camarena Field and Klenhard Field. CM informed group to send in plans and the correct people will review, but to understand that any plans would be at $0 cost to the City.
B. Facility Committee Report-Master Plan for David Douglass Park
Commissioner Murphy will bring this item to commission at next meeting.

Communications-Commission/Staff Statements and Requests
John Gerald from WSC wanted to thank the Commission, CM Deven and Staff for the Memorial Field Dedication.

Facility Committee will get a group together to start the process of field use at David Douglass Park. This group will consist of neighborhood, user groups and PW.

CM Deven reported that with Council waiving the increase to Springlake Lighting and Landscape District, services would need to be reduced in that district. This may mean staff layoff to meet the budget.

Other Business (None)

Business Items for Next Meeting:

September 26, 2011
Facility Committee-Master Plan for David Douglass Park
End of Year Report

Next Meeting Date: September 26, 2011, 6:30 p.m.

Adjourn: meeting adjourned at 7:45 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

Commission asked that baseline data and impact to participants we addressed in the planning process.

CM Deven wanted to compliment Recreation Staff for their support in this process. The staff is dedicated to customer service. Commission asked what will happen to staff that is responsible for youth and contract programs. CM Deven stated that he is not sure about relocation of staff but that 2012 would be the earliest transition time.

Public comment on this item follows:

Old Business-Action Items

Old Business-Information Items

Committee Reports

Communications-Commission/Staff Statements and Requests
Commissioner Salinas thanked staff for the new staff reports.
Commissioner Murphy asked that the Facility Committee look into developing a Master Plan for Dave Douglass, for long term use of site.

Other Business (None)

Business Items for Next Meeting:

June 27, 2011
Memorial Field Dedication
New Officers/Committee Assignments
Facility Committee-Master Plan for Dave Douglass Park
Workplan-FY 12

Next Meeting Date: March 28, 2011, 6:30 p.m.

Adjourn: meeting adjourned at 8:20 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 1, 2011

SUBJECT: Commission on Aging Minutes April 14, 2011, May 12, 2011 and July 14, 2011

Report in Brief

Commission on Aging meeting minutes of April 14, 2011, May 12, 2011, and July 14, 2011 are attached for the Council's review. No action necessary, this is informational only.

Recommendation for Action

No action is required, informational report only.

Prepared by: Christine Engel
Interim Recreation Manager

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Kevin O'Rourke
Interim City Manager

Attachment

Commission on Aging

Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Regular Meeting Minutes

Regular Meeting Minutes of April 14, 2011

Call to Order

Meeting convened at 3:32 p.m. at the Community & Senior Center, 2001 East Street, Woodland, California; Chair Wright presiding.

Commissioners Present:	Campbell, Garman, Overholt, Talkington
Absent:	Wright
Staff:	Tringali, Haynie
Guests:	Donna Currey

Pledge of Allegiance

Minutes

1. Meeting Minutes of March 14, 2011 (Item 1)
   Commissioner Talkington moved to approve the Meeting Minutes of March 14, 2011; Commissioner Campbell seconded. Motion carried.

Correspondence

Public Comment

Communications Written-Staff

2. Senior Center Report-Bain
   Commissioner Garman made the motion to accept staffs report as written, Commissioner Talkington seconded the motion. Motion carried.

Presentations (none)

New Business-Action Items

New Business-Information Items

3. Teens Helping Seniors-Tringali
   Dallas Tringali, Recreation Supervisor explained that with the past budget cuts, this program is not being offered any longer.

Teens signed up for the program and received community service credit for participation in the program. Ages 12-18 or 7th-12th grade. Seniors sign up for "help" from the Teens, at no cost. The Teens would hold weekly car washes at the Community & Senior Center, at no cost to seniors (Thursday). Fridays are "Fun" day for the Teens; participants would go to the Pool, Bowling, Park Picnic, Barbeque, and ECT. The Teens pay $20 to enroll in the program. No cost for senior participation, though most seniors "tip" the Teens. Either with something to eat, drink or money. The money is collected by staff and saved for the end of the program event. Past years participants were able to go the Santa Cruz and Marine World.

Tringali explained that with this program not offered there is a "hole" in Youth recreation; we no longer offer any programs for 7th and 8th graders in the summer.

Commissioner Garman asked the cost to offer the program. Tringali responded that the cost was for Temporary Staff salary, approximately $2,500-$5,000. Commissioner discussed potential funding options, service groups and user groups of Senior Center. Tringali stated that staff could not at this time pursue any funding options, since Tringali job responsibilities could be changing. When asked to explain, Tringali informed the commission about the direction that CM Deven was sending youth recreation. City Management is developing a "Gang Prevention Program" and redirecting funding for the program from Youth Recreation and Contract Classes.

Commissioner Overholt asked if the Commissioner would make a motion for the Commission to write a letter to decision makers, City Council, Parks & Recreation Commission; expressing COA concerns for programming at the Community & Senior Center.

Commissioner Talkington made the motion that Commissioner Overholt write the letter to Council and P&RC, Commissioner Garman seconded the motion. Motion carried.

Old Business-Action Items

4. Confirm date for Resource Fair 2012

   Resource Fair will be held May 16, 2012, 10:30-1:30 p.m., Commissioners Wright and Talkington will chair this event.

Commission on Aging

Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Old Business-Information Items

Committee Reports

Communication-Commission/Staff Statements and Requests

Commissioner Talkington explained that the Outa Sight group had purchased a special program for the Computer Club computers. This program allowed participants with sight issues the ability to use and learn computers. This program also allowed the Computer Club to meet ADA accessibility requirements. When Commissioner Talkington stopped by the Computer Club in February, Talkington found that the program was no longer installed on the Computer Club computers. Commissioner Garman offered his computer skills to assist in recovering the software on the computers.

Commissioners addressed the issue of "projects" to be addressed in the future when funding becomes available. Commission decided to reestablish COA Facility Issue/Planning List. This will help Commission and Staff to track issues that should be addressed but either the staff or budget is not available at this time.

Other Business

Business Items for Next Meeting:

Facility Issue/Planning List

Next Meeting Date: May 12, 2011

Adjourn: **V-**Chair Overholt adjourned the meeting at 4:30p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

Agenda Item #1

Commission on Aging

Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Regular Meeting Minutes

Regular Meeting Minutes of May 12, 2011

Call to Order

Meeting convened at 3:32 p.m. at the Community & Senior Center, 2001 East Street, Woodland, California; Chair Wright presiding.

Commissioners Present:	Campbell, Garman, Wright, Talkington
Absent:	Overholt
Staff:	Haynie
Guests:	Donna Currey

Pledge of Allegiance

Minutes

1. Meeting Minutes of March 14, 2011 (Item 1)
   Commissioner Talkington moved to approve the Meeting Minutes of April 14, 2011 with one correction; Commissioner Talkington seconded. Motion carried.

Correspondence

Public Comment

Communications Written-Staff

2. Senior Center Report-Bain
   Commissioner Talkington made the motion to accept staffs report as written, Commissioner Garman seconded the motion. Motion carried.

Presentations (none)

New Business-Action Items

New Business-Information Items

Old Business-Action Items

Old Business-Information Items

Commission on Aging
Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Committee Reports

Communication-Commission/Staff Statements and Requests

Commissioner Talkington updated the Commission on the Computer Club Committee issue with missing software. Programs were reinstalled and the Committee was very accommodating.

Discussed potential funding for Teens Helping Seniors program. Investigate possibility of partnering with Senior Center Inc. for this project. Commissioner Campbell will attend the June 2, 2011 SCI Board meeting to discuss a partnership in finding a funding source for Teens Helping Seniors.

Commissioner Garman informed the Commission of attending the Parks & Recreation Commission meeting on April 25, 2011. Commissioner Garman and Commissioner Salinas had a discussion about the Yolo Aging Alliance.

Other Business

Business Items for Next Meeting:

Facility Issue/Planning List

Update on SCI Meeting: Teens Helping Seniors Funding Sources

Next Meeting Date: June 9, 2011

Adjourn: Chair Wright adjourned the meeting at 4:22p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

Commission on Aging

Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Regular Meeting Minutes

Regular Meeting Minutes of July 14, 2011

Call to Order

Meeting convened at 3:32 p.m. at the Community & Senior Center, 2001 East Street, Woodland, California; Chair Wright presiding.

Commissioners Present:	Garman, Wright, Overholt
Absent:	Talkington, Campbell
Staff:	Haynie, Bain
Guests:	Donna Currey

Pledge of Allegiance

Minutes

1. Meeting Minutes of May 12, 2011 (Item 1)
   Commissioner Garman moved to approve the Meeting Minutes of May 12, 2011; Commissioner Overholt seconded. Motion carried.

   Note: No meeting was held in June 2011.

Correspondence

Public Comment

Communications Written-Staff

2. Senior Center Report-Bain
   Bain introduce Intern Danielle Craig to Commissioners, Craig is a gerontology student.

   Commissioner Garman made the motion to accept staffs report as written, Commissioner Overholt seconded the motion. Motion carried.

Presentations (none)

New Business-Action Items

New Business-Information Items

Old Business-Action Items

Old Business-Information Items

Commission on Aging

Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Committee Reports

Communication-Commission/Staff Statements and Requests

Chair Wright stated that Commissioner Garman did a great job in presenting the COA annual report to the City Council.

Commissioner Garman asked about how information was passed on to the newspaper. Bain responded that she turned in information regularly. The information did not reach publication with in any consistency.

Commission and staff discussed developing a partnership with SCI and COA. Commissioner Wrights will contact Jan Bello about the possibility of a liaison between both groups. Contact between groups on a bimonthly schedule. With Commissioner Overholt attending the SCI meeting in July.

Mention was made of Veterans Benefits and Yolo County District Attorney video series for Senior Center and Elder Facilities.

Other Business

Business Items for Next Meeting:

SCI Meeting Report-Commissioner Overholt

Guest Speaker

Next Meeting Date: September 8, 2011

Adjourn: Chair Wright adjourned the meeting at 4:15p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 1, 2011

SUBJECT: Community Development Department's Milestone Report

Report in Brief

Attached is the Community Development Department's Milestone Report. The report highlights new project submittals and major project activities for the department

As discussed in July 2010 staff report, the Milestone Report shall be provided to Council for its review on those months where City Council is not receiving the department's quarterly report. Below are the scheduled dates for City Council to receive the Milestone Report in fiscal year 2012.

Dates:	No August Meeting	November 2011	February 2012	May 2012
	September 2011	December 2011	March 2012	June 2012

Prepared by: Evis Morales
Management Analyst

Reviewed by: Nicholas J. Ponticello
CDD Director

____

Kevin O'Rourke
Interim City Manager

Attachment: CDD Milestone Report

MILESTONE EVENTS

New Project Submittals and Project Activities

- The Engineering division scheduled a meeting with the Court Project's infrastructure team to define improvements on Main Street and Sixth Streets.
- The State Administrative Office of the Courts issued an RFQ/P to obtain a Construction Manager at Risk (CM at Risk) for construction of the New Woodland Courthouse Project. The AOC has estimated the construction cost at $98.6 million and the RFQ/P schedule shows the CM at Risk being selected in early December. The selected CM at Risk will bid out the individual trades (electrical, plumbing, mechanical, underground, etc.) in late 2012 and staff has alerted a number of local contractors on the tentative bid schedule and asked them to consider submitting bids. Construction of the court facility is expected to start in 2013.
- Adams Grain reuse of the storage building at 1030 East Street: This building had been part of the planned Dixon/Davis Technology Center, but is now being renovated to return the building to its former use. The renovation should be completed by the middle of October. Community Development worked closely with the applicant to expedite the process to allow the use of the building for this year's corn harvest.
- The City and County have entered into an agreement to work closely together on substandard housing complaints. The County will provide technical support, training, and inspection backup to housing complaints. The transition process was needed because Woodland is now the lead agency for substandard housing complaints—the County had been the lead agency until about 2009 when they turned it over to the City.
- A building permit for two large playgrounds serving Yolo County Housing Authority housing at 1285 and 1230 through 1324 Lemen Avenue has been reviewed, approved, and issued. The playgrounds utilize a colorful resilient surfacing material that incorporates recycled ground-up Nike shoe rubber and automotive tires to provide an attractive, all-weather, wheelchair-friendly playground surface.
- A building permit for the Yolo County Transportation District's new 10,000-gallon diesel refueling facility at 350 Industrial Way has been reviewed, approved, with permit issued expected .
- Two new Design Review projects were submitted: the façade improvements at 610 Main Street and an exterior modification for a proposed Popeye's Louisiana Kitchen at 1830 Main Street. Two sign Design Reviews were submitted and one accessory structure review.
- In September 132 permits were applied for; of which 45 were reroof permits and the balance consisting of various remodels, tenant improvements, signs, and a solar roof installation.
- The Historic Preservation Commission presented three (3) Heritage Home Awards and one (1) Preservation Award on September 7, 2011.

- The downtown banner system design concept was approved by the Planning Commission on September 15, 2011.
- The Historic Preservation Commission at their regularly scheduled meeting on September 21, 2011, discussed project and CEQA review issues for the properties located at 801 Main Street and 1021 Lincoln Avenue.
- The wall panels for the Target Warehouse expansion project have been installed. The public art will be installed within the next month.

City of Woodland

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Management Analyst

Reviewed by: Nicholas J. Ponticello
CDD Director

Kevin O'Rourke
Interim City Manager

Attachment: CDD Milestone Report

MILESTONE EVENTS

10-08, Well 28	**Council approved the design and authorized bidding at the Oct 18 meeting**

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:

- **Final Draft Addendum #3 circulating for staff review.**

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. **Paved and striped on/off ramps and existing bridge, installed chain link rail along west side of bridge.**

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: **Per Caltrans' request, City hired LSA Associates to complete environmental clearance revalidation. NEPA revalidation has been obtained and Caltrans is processing staff's request for construction funding authorization.**
- Completing design documents and including plan review comments.
- Undergrounding District: Coordinating with PG&E to relocate underground facilities **prior to construction**.
- 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 in October address**ed** 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:

- **PG&E was scheduled to lower the 12kv conflict in the intersection of Main & East on Sunday October 2nd. PGE was unable to perform the work as scheduled. Teichert was directed to proceed with the alternative solution. PG&E will be required to relocate the conflicting 12kv high voltage line via other means.**
- Teichert will continue with construction work **during the month of October.** It **is anticipated that the work will be completed by mid November.**

Project: **06-09, SCADA System - Water**

Phase: **Construction** **PM:** **Okupe/Heath**

Description: **The project includes the installation of the main operations SCADA system at the MSC, a system-wide communications system, and PLCs and controls at the well sites.**

Status:

- **Auburn Constructors has completed the installation of the system equipment. Stantec Consulting is proceeding with developing the programming. Project expected to be fully operational by January 2012.**

Project: **06-12, Springlake East Regional Pond**

Phase: **Construction** **PM:** **Cocke**

Description: **This project will landscape the center island and western portions of the existing Spring Lake East Regional Pond. Native plants and grasses will be used to minimize future maintenance and create/maintain a natural habitat.**

Status:

- **The Yolo County Resource Conservation District has been growing native plant material for vegetating the site. Planting will begin after the fall rains have germinated the non native plants so that they can be controlled before planting the natives.**

Project: **08-07, Surface Water Project**

Phase: **Design** **PM:** **Baxter**

Description: **This project includes a regional water supply project jointly funded with the City of Davis and UCD. It would provide 27 million gallons of water per day, including storage tanks and related water transmission lines to get the high quality water into the City. Existing wells would be used to supplement peak hour and peak day water demands.**

Status:

- **Final DBO documents expected to be adopted by JPA. CEQA documents for amendment of water right permit underway.**

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**s** at various locations around town.
- **Kentucky Ave Trunk Main east of Pioneer:** Blackburn Consulting performed soils investigation work **and provided a report. Determining location of utility (PGE, ATT, WAVE) facilities and proceeding with design to replace existing 30" concrete pipe.**

Project: **08-28, Modify Well Casings**

Phase: **Design** **PM:** **Baxter**

Description: **Work to include modifications to well casings to extend life expectancy and reduce the level of nitrates in the well water. Specific** wells**) to be modified will be** determined **the year before work is to be done. At this time the most likely of wells to be modified are Wells #10, 11, 13, and 17. Work will also include video inspection, cleaning, doing minor repairs to pump shaft and bearings and minor repairs to casing.**

Status:

- **Staff to meet on 10/14/12 consultants to discuss options.**

Project: **08-33, 1st Ground level Storage Tank**

Phase: **CEQA** **PM:** **Okupe**

Description: **This project would include building a new ground level 3 million gallon tank with a booster pump station. Current probable location is at the west end of the holding pond at the comer of CR 98 and El Dorado. Pipeline work to connect to existing system at El Dorado and Ashley is included.**

Status:

- **Council adopts initial study, pre-design report completed by West Yost, Consultant to proceed to preparation of bid documents.**

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 5^{th} and other features as appropriate or affordable. Funded by a SACOG 2010 Community Design Grant.

Status:

- Blackburn Consulting performed soils investigation work.
- **Preliminary design** work **underway**. **Construction funding will not be available until Federal FY 2013.**

Project: **09-15, FloodSAFE Yolo**

Phase: **Pre-Design** **PM:** **Cocke**

Description: **This project engages local, regional state and federal agencies in the development of comprehensive strategies to minimize the risk of flooding from Lower Cache Creek while enhancing water supply and the ecosystem in a manner that reflect community values. The FY 2011 focus areas will be on initiating studies in cooperation with the US Army Corps of Engineers, California Department of Water Resources and other regional agencies and outreach that will inform the community of the conceptual solution.**

Status:

- **The agreements have been signed between the state, federal and local agencies to begin the Lower Cache Creek Feasibility Study. Due to a lack of federal funding, the state and local agencies are developing agreements to accelerate their studies and pay for the federal sponsor to provide QA/QC of their work so that when federal funding is available the federal portions will proceed in a timely manned.**

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 **October**.
- 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: **Completed** **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**, sewer, water and storm drains have been** completed, currently working on **joint trench installation**.

Project: **09-31, Storz Pond Maintenance**

Phase: **Construction** **PM:** **Cocke**

Description: **This contract with the YCRCD will provide on-going maintenance of the pond for minimal cost. Maintains Storz Pond to meet City and area-wide drainage needs. Funding is from Storm Drain In-Lieu revenue already collected.**

Status:

- **Fall vegetation maintenance will begin after the early fall rains germinate the broadleaf vegetation on the site.**

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:

- 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. **All other work is complete. Construction fences are being torn down or broken thru on a regular basis by some members of the community.**
- 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:** **Karoly**

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. **Determining location of utilities (PGE gas, ATT, WAVE, City Water) during design process.**
- **Scheduled for bidding Mar-Apr 2012.**

Project: **10-08, Well 28 at Freeman Park**

Phase: **Construction** **PM:** **Olmedo**

Description: **The project will construct new water well to replace the existing Well # 1. The new well will be constructed at Freeman Park.**

Status:

- **Council approved the design and authorized bidding for the above ground facilities at the Oct. 18th meeting.**
- **Bids are scheduled to be opened in late November.**

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: **10-11 Treatment Plant Expansion – Biosolids**

Phase: **Construction** **PM:** **Cocke**

Description: **This project consists of the disposal of biosolids that have accumulated in the storage ponds at the Water Pollution Control Facility (WPCF). To date, over twenty years of biosolids have been stored in approximately five storage ponds and the Regional Water Control Board requested that the City present a disposal plan during the application process for the waste discharge permit adopted in February 2009. The Regional Board will expect the City to begin the process for biosolids removal from the ponds in accordance with the submitted plan. The disposal plan includes removing one pond from service every other year, dry out the solids and have a disposal company contracted to remove the biosolids for either landfill disposal or** farmland **application. If the City does not follow through with the biosolids disposal plan by the end of the new NPDES permit cycle, which will be in 2014, then we can anticipate the Regional Board will give the City a biosolids requirement that may prove to be very costly to comply** with **in the next NPDES permit.**

Status:

- **The North Ponds # 1 through #8 have been cleaned out and the bio-solids have been moved into Pond #9. This portion of the project was accelerated in order to allow the cleaned ponds to be available to the DBO contractor as a borrow area for construction of the new Water Treatment Plant for the woodland Davis Water Supply Project. The total volume of material moved was ~134,000 cubic yards of bio-solids. These bio-solids have been tested to be "Class A" which could facilitate their use as a soil amendment. Pond # 10 of the south pond is also being cleaned out to tests whether it is feasible to dry and haul a pond in a single summer without causing an odor problem offsite. Pond #10 was successfully dried this summer without causing an offsite odor problem. The materials in the pond also tested out as Class A.**

Project: **11-14, 36" Water Main – East Street to Pioneer Avenue**

Phase: **Design** **PM:** **Olmedo**

Description: **Install a 36 inch water main instead of a 12 inch water main in the Spring Lake area to meet the needs of the surface water project.**

Status:

- **Design and preparation of contract documents underway.**
- **Scheduled for bidding in August 2012.**

Project: **11-15, Community Center – Sports Park Frontage Landscaping**

Phase: **Design** **PM:** **Karoly**

Description: **Fronting landscape along the south side of Sports Park Drive as well as the 10' bike path of the Community Center/Sports Park Master Plan.**

Status:

- **Request design proposals from on-call Parks design consultants; Stantec and Callander.**

Project:	**11-24, I-5 & CR 102 Interchange Landscaping**
Phase:	**Pre-Design** **PM: Ayon**
Description:	**This project is the landscaping phase of the 1-5/CR-102 Interchange Improvements Project (#97-24).**
Status:	• **Request for Qualifications (RFQ) to hire a landscape designer has been sent out to consultants on October 3, 2011. Staff expects to have a landscape designer on board and ready to begin design during the first quarter of 2012.**

Project:	**11-27, Main St and Cleveland Traffic Signal Improvements**
Phase:	**Pre-Design** **PM: Wurzel**
Description:	**This project will upgrade the existing intersection and traffic signal equipment and will install vehicle detection on Cleveland St, new signal poles, new signal heads, pedestrian audible signals, and pedestrian signal heads. Project will also reconstruct the non-compliant ADA curb ramps at the intersection. This intersection is one of the top 10 accident locations, thus its selection for grant use.**
Status:	•

Project:	**12-02, Oxidation Ditch Retrofit – Phase 1**
Phase:	**Pre-Design** **PM: Cocke**
Description:	**During the analysis done by Carollo Engineers for the Woodland Davis Regionalization Study, it was learned that the present ditch rotor system was not performing at a level to give the Water Pollution Control Facility (WPCF) its rated capacity for solids (Biological Oxygen Demand) of 8.0 MGD. The several rotor sets are reaching the end of their useful life and are scheduled to be replaced. Instead of replacing the inadequate rotor system, it is proposed that a new solids aeration system be retrofitted into the existing ditches to raise the solids capacity to match the existing hydraulic capacity (10.4 mgd). This project will result in increasing the solids capacity of the WPCF to match the hydraulic capacity of 10.4 mgd. It will also improve "settling characteristics" in the clarifiers and better UV disinfection and save $100K per year in electric costs when the WPCF is operating at capacity.**
Status:	• **A RFP was sent to the three city on-call sewer consultants and Carollo Engineers for proposals for final design and construction management services. This will help refine budgets for the project and facilitate going out for construction.**

Project:	**12-03, WWTP Headworks Concrete Repair**
Phase:	**Design** **PM: Cocke**
Description:	**The concrete in the top of the screw pump lift station and inlet channel has deteriorated over time from hydrogen sulfide corrosion. This has exposed the concrete aggregate and could expose the structural steel. Develop bid documents for repair, bid project, construction management, repair concrete and bypass pump during repair.**
Status:	• **The Headwork's concrete repair area and a void in the clarifier bottom will be repaired using a high strength grout. The Headwork's grade beam will also be epoxy coated to reduce the potential for sulfide corrosion in the future. The trash compactor replacement with a JWC unit by staff will also be added to this project.**

Project:	**12-04, 2011/12 ADA Improvements**
Phase:	**Pre-Design** **PM: Camacho**
Description:	**Project will construct ADA required improvements such as compliant curb ramps, driveways and sidewalks to improve existing pedestrian paths. The project will continue the W. Beamer St priority path (Ashley to West St.) that was started with the 2010/2011 ADA Improvement Project. It will also continue with the City's ADA curb ramp priority list, which has various locations through out the City.**
Status:	•

Project:	**12-05, Surface Water – Local Pipelines, Phase 1**
Phase:	**Pre-Design** **PM: Baxter**
Description:	**These pipeline projects are needed as part of the surface water project to improve water quality and offset the declining water quality from the groundwater supplies. The pipeline will be used to convey the surface water to all areas in the City. The pipelines for improvement before surface water project is complete are Farmers Central Pipe from East St to Ashley Ave. Then pipe connections from Farmers Central to the distribution system and a new Miekle Ave pipeline.**
Status:	• **Staff received design proposal from Brown and Caldwell, design to commence soon.**

Project:	**12-06, 2nd Ground Level Storage Tank – Phase 1**
Phase:	**Pre-Design** **PM: Okupe**
Description:	**This project will build a new ground level 2 million gallon tank with a booster pump station. The tank will be located in the northeast area of the City** to **improve water quality in the future. Pipeline improvements work to connect to existing system and regional pipeline from the WTP are included.**
Status:	• **Report on evaluation of Kamilos site 80% complete, Report to be completed by week ending October 14, 2011.**

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 **was started in** September **and** completion **is expected by early November**

Project:	**12-08, Freeman Park – Farmers Market**
Phase:	**Pre-Design** **PM:** **Shallit**
Description:	**Prepare a plan to provide amenities for the Farmers Market at Freeman Park. Improvements will be coordinated with the Parks Irrigation Rehabilitation Project (CIP 10-01) and the new Water Well 28 (CIP 10-08).**
Status:	• **Indigo/Hammond & Playle Architects are preparing preliminary plans based on staff and citizen input.** • **Council study session scheduled for Nov. 8th to review preliminary plans.**

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: November 1, 2011

SUBJECT: Second Reading of Amendments to Existing Bingo Ordinance, Chapter 5A and Adding New Chapter 5B

Report in Brief:

This is the second reading of the Amendments to the City of Woodland existing Bingo Ordinance. The first reading of the Amendments occurred at the City Council Meeting of October 18, 2011. The City Council voted to approve the Amendments.

California law allows cities to permit certain nonprofit groups to operate bingo games. In 2008 the law changed to allow cities to permit a new type of bingo game known as “remote caller bingo.” In order to allow this new type of game, the City Council would need to amend the City’s existing bingo ordinance. American Legion Post 77 has requested that the Council consider adopting an ordinance to allow remote caller bingo. The City Attorney’s office has recommended that the Council also consider making technical changes to the ordinance to reflect changes in state law and to update the ordinance generally.

Staff recommends that the City Council adopt Ordinance 1535, “An Ordinance of the City Council of the City of Woodland Amending Chapter 5A and Adding Chapter 5B to the City of Woodland Municipal Code Relating to Bingo Games”.

Discussion:

The attached ordinance would enact a new Chapter 5B of the Woodland Municipal Code, allowing qualified nonprofit organizations to operate remote caller bingo games. The conditions and requirements for these games are mostly taken directly from state law. An organization wishing to operate remote caller bingo will need to obtain a City bingo license. All games must be open to the public, with minors excluded, and a bingo operator may offer remote caller bingo no more than two days per week. There are limits on prize payouts, the nonprofit organization’s overhead costs related to bingo, and all prizes must be paid by check.

Along with the provisions allowing remote caller bingo, the ordinance updates Chapter 5A of the Woodland Municipal Code, which deals with regular bingo. State law now allows pull-tab bingo, and the revised ordinance does as well, and prize limits have been increased to reflect state law.

The ordinance allows the City to impose a monthly fee to offset law enforcement and public safety costs, if the bingo games cause the City to incur these costs. State law now restricts the use of electronic devices during bingo games, and these restrictions are in the ordinance as well. We believe that these changes will help avoid confusion and make it clearer to nonprofit organizations and City staff what requirements and restrictions apply to bingo.

Fiscal Impact:

Adoption of the proposed ordinance would have little or no fiscal impact on the City. The existing bingo ordinance allows the City to charge a bingo license application fee to help offset processing costs.

Recommendation for Action

Staff recommends that the City Council adopt Ordinance 1535, "An Ordinance of the City Council of the City of Woodland Amending Chapter 5A and Adding Chapter 5B of the City of Woodland Municipal Code Relating to Bingo Games".

Prepared by: Nicholas J. Ponticello
CDD Director

Reviewed by: Evis Morales
Management Analyst

____
Kevin O'Rourke
Interim City Manager

Attachment No. 1: Ordinance Amending Bingo Ordinance

ORDINANCE NO. 1535

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING CHAPTER 5A OF AND ADDING CHAPTER 5B TO THE WOODLAND MUNICIPAL CODE RELATING TO BINGO GAMES

WHEREAS, the City of Woodland is authorized pursuant to California Constitution Article IV, § 19 and Penal Code sections 326.3 and 326.5 to determine whether or not to permit specified charitable organizations to conduct traditional and remote caller bingo games within the City; and

WHEREAS, all local traditional bingo ordinances must comply with the provisions of Penal Code section 326.5; and

WHEREAS, Penal Code section 326.3 permits cities to allow remote caller bingo, but requires a city wishing to do so to adopt an ordinance specifically authorizing remote caller bingo; and

WHEREAS, the City currently permits traditional bingo under Chapter 5A of the Woodland Municipal Code; and

WHEREAS, the City wishes to amend Chapter 5A to ensure it complies with Penal Code section 326.5; and

WHEREAS, the City is authorized by Penal Code section 326.3 to permit remote caller bingo, and wishes to adopt an ordinance doing so;

The City Council of the City of Woodland, California, does hereby ordain as follows:

Section 1. **Purpose.** The purpose of this ordinance is to amend Chapter 5A of and add Chapter 5B to the Woodland Municipal Code related to traditional and remote caller bingo.

Section 2. **Authority.** The City Council enacts this ordinance under the authority granted to cities by Article XI, Section 7 of the California Constitution.

Section 3. **Amendment.** Chapter 5A is hereby amended to read in full as set forth in the attached Exhibit "A," incorporated by this reference.

Section 4. **Amendment.** Chapter 5B is hereby added to read in full as set forth in the attached Exhibit "B," incorporated by this reference.

Section 5. **Severability.** If any provision or clause of this ordinance or any application of it to any person, firm, organization, partnership or corporation is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given effect without the invalid provision or application. To this end, the provisions of this ordinance are declared to be severable.

Section 6. **Effective Date and Notice**. This ordinance shall take effect thirty (30) days after its adoption and, within fifteen (15) days after its passage, shall be published at least once in a newspaper of general circulation published and circulated within the City of Woodland.

PASSED AND ADOPTED by the City Council this ___th day of ______, 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

Exhibit "A"

CHAPTER 5A. - BINGO GAMES.

Sections:

Sec. 5A.1. Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section.

(1) "Bingo" means a game of chance in which prizes are awarded on the basis of designated numbers or symbols that are marked or covered by a player on a tangible card in the player's possession and that conform to numbers or symbols selected at random and announced by a live caller. Bingo as provided in this chapter shall not mean remote caller bingo as permitted pursuant to chapter 5B of this code.

(2) "Card-minder device" means any hand-held, portable bingo card-minding device that complies with the provisions of this chapter and applicable state law and regulations.

(3) "License" means that license as required by this chapter.

(4) "Licensee" or "Licensee organization" means an organization possessing a current, valid license pursuant to this chapter.

(5) "Organization" means a mobile home park association, senior citizens organization, a charitable organization affiliated with a school district or any group, association or corporation exempted from the payment of the bank and corporation tax by Sections 23701a, 23701b, 23701d, 23701e, 23701f, 23701g, 23701k, 23701w and 23701*l* of the Revenue and Taxation Code.

(6) "Pull tab bingo" means a game of a bingo with tangible cards having numbers or symbols that are concealed and preprinted in a manner providing for distribution of prizes.

Sec. 5A.2. License required.

No bingo game shall be allowed unless a license is first obtained from the city. Licenses shall be effective only for a calendar year or part thereof in which issued. A new license shall only be obtained upon filing a new application and payment of the license fee, if any. The fact that a license has previously been issued to an organization creates no vested right on the part of the licensee to receive another license or to continue to operate a bingo game.

Sec. 5A.3. Application for licenses, required contents, form.

(a) An application for a bingo license shall be filed in the office of the community development director, shall be signed and verified by the applicant, and shall set forth the following information:

(1) The name and address of the organization to which the license will be issued;

(2) The name, address and telephone number of the applicant, who shall be the duly authorized representative of the applying organization;

(3) The name, address and telephone number of the president or chief officer of the applying organization;

(4) The name, address and telephone number of the person who has custody of the financial records of bingo games, which records are required by the provisions of this chapter;

(5) The location where such bingo games are to be held and the specific dates upon which such games are to be conducted and the hours thereof;

(6) A schedule of fees or charges to be collected from players for each bingo game or for different varieties of bingo games to be conducted, and the dollar amount or value of the prizes to be awarded for each separate game.

(7) Any other information reasonably necessary to permit the community development director to determine that the bingo operation and games will be conducted in compliance with this chapter and all applicable state laws and regulations.

(b) Each such application shall be accompanied by a written resolution of the governing board or body of the organization, signed by the president or chief officer of said organization, authorizing the application for a bingo license and stating the authorization for the organization to conduct bingo games.

Sec. 5A.4. Application for license; fees; investigations.

(a) All applications for bingo licenses or renewals of bingo licenses shall be accompanied by a fee of fifty dollars or the amount specified in Penal Code Section 326.5(*l*)(2), whichever is greater. If an application for a license or renewal of a license is denied, one-half of the fee paid shall be refunded to the organization.

(b) The community development director shall verify that:

(1) The organization applying is authorized to conduct bingo games as set forth in this chapter;

(2) The proposed bingo games will comply with the provisions of this chapter and all applicable state law and regulations.

(c) The community development director shall forward the application to the chief of police who shall verify that:

(1) The conduct of such bingo games at the times and the place indicated will not disturb the peace of the neighborhood and will not create substantial traffic or parking problems; and

(2) Neither the applying organization nor any person listed in the application has violated any laws or regulations of the city regarding building, fire, health or safety, and that the applicant has not knowingly and with intent to deceive made any false, misleading or fraudulent statement of facts in the application, or in any of the documents required in conjunction with the application.

Sec. 5A.5. Issuance or denial of licenses.

(a) Licenses shall be granted only to organizations as defined in this chapter.

(b) The community development director shall not issue a license to any applicant if the community development director or chief of police cannot certify any one of the findings required by this chapter to be made, or if it appears from the application that the conduct of such games would be in violation of any of the terms, conditions and requirements of this chapter.

Sec. 5A.6. Records, right of inspection.

(a) Licensees shall keep and maintain full records and accountings and shall detail the amount of money obtained from players, the amount of money or value of prizes given for each game played and the disposition of any funds generated by the conduct of bingo games.

(b) The city shall have the right to inspect such records at any reasonable time and the community development director may request said records when the licensee applies to renew its annual license.

(c) The city shall also have the right to attend or observe any bingo game to ensure compliance with this chapter and all applicable laws and regulations.

Sec. 5A.7. Conduct of bingo games.

(a) It shall be a misdemeanor, punishable by a fine not to exceed ten thousand dollars, for any person to receive or pay a profit, wage or salary from any bingo game. A violation of any other provision of this section is a misdemeanor.

(b) No minors shall be allowed to participate in any bingo games.

(c) A licensee shall conduct bingo games only on property owned or leased by it, or property where use is donated to the organization and which property is used by such organization for any office or for performance of the purposes for which the organization is organized. Nothing in this chapter shall be construed to require that the property be used exclusively by, or donated exclusively to, such organization.

(d) All bingo games shall be open to the public and shall not be limited to just the members of the licensee organization.

(e) A bingo game shall be operated, staffed, promoted, conducted and supervised only by members of the licensee organization and such members shall receive no profit, wage or salary from any such bingo game. This subdivision does not preclude the employment of security personnel, who are not members, at such bingo games.

(f) No individual, corporation, partnership or other legal entity except the licensee organization shall hold a financial interest in the conduct of any bingo game.

(g) With respect to organizations exempt from payment of the bank and corporation tax by Section 23701d of the Revenue and Taxation Code, all profits derived from a bingo game shall be kept in a special fund or account and shall not be commingled with any other fund or account. Such profits shall be used only for charitable purposes. With respect to other organizations authorized to conduct bingo games pursuant to this chapter, all proceeds derived from a bingo game shall be kept in a special fund or account and shall not be commingled with any other fund or account. Such proceeds shall be used only for charitable purposes, except as follows:

> (1) Such proceeds may be used for prizes.
>
> (2) A portion of such proceeds, not to exceed twenty percent (20%) of the proceeds before the deduction for prizes or two thousand dollars ($2,000) per month, whichever is less, may be used for the rental of property, overhead (including the purchase of bingo equipment), administrative expenses, security equipment and security personnel.
>
> (3) Such proceeds may be used to pay license fees.

(h) No person shall be allowed to participate in a bingo game unless the person is physically present at the time and place in which the bingo game is being conducted.

(i) The total value of prizes awarded during the conduct of any bingo game shall not exceed five hundred dollars ($500) or the amount specified in Penal Code Section 326.5(n), whichever is greater, in cash or kind, or both, for each separate game which is held.

(j) All pre-printed bingo cards shall bear the legend, "for sale or use only in a bingo game authorized under California law and pursuant to local ordinance." Only a covered or marked tangible card possessed by a bingo player and presented to a licensee's attendant may be used to claim a prize.

(k) All equipment used in bingo games shall comply with the provisions of this chapter, including sections 5A.9 and 5A.10.

(l) The conduct and operation of all bingo games shall comply with all applicable state laws and regulations, expressly including, but not limited to, regulations adopted as required by applicable federal and state law to assist disabled players in participating in bingo games. This subsection does not and shall not be construed to permit any bingo games, operations or equipment in violation of Penal Code Section 326.5 or other applicable law or regulation.

(m) Licensees shall pay a monthly law enforcement and public safety fee. This fee shall be prescribed by a resolution of the city council, for law enforcement and public safety costs incurred by the city that are directly related to bingo activities and shall be collected monthly by the city. This fee shall not exceed the city's actual costs incurred in providing applicable law enforcement and public safety services.

(n) Pull tab bingo may be conducted by licensees at any time.

Sec. 5A.8. Violation, public nuisance.

In addition to the criminal penalties provided by this chapter, violation of any provision of this chapter is a public nuisance which may be abated by the city. The city may bring an action to enjoin any violation of this chapter.

Sec. 5A.9. Electronic bingo equipment.

(a) No electronics or video displays shall be used in connection with bingo games except the following:

> (1) Electronics or video displays used in connection with the bingo caller's drawing of numbers or symbols;
>
> (2) Electronics or video displays used to publicly display the drawn numbers or symbols; or
>
> (3) A card-minder device permitted pursuant to Sec. 5A.10.

(b) This section shall not be construed to authorize any bingo equipment prohibited by Penal Code Section 326.5(p), the provisions of this chapter, Penal Code Section 326.5 generally, or any other applicable federal, state or local law or regulation.

Sec. 5A.10. Card-minder devices.

(a) Bingo players may use hand-held, portable card-minder devices to assist in monitoring the numbers or symbols announced by a live caller as those numbers or symbols are called in a live game. Card-minder devices shall not be used in any game where a bingo card is sold or distributed after the start of that bingo game.

(b) All card-minder devices shall do all of the following:

(1) Be capable of storing in the memory of the device bingo faces from tangible cards purchased by a player;

(2) Provide a means for bingo players to input manually each individual number or symbol announced by a live caller;

(3) Compare the numbers or symbols entered by the player to the bingo faces previously stored in memory for the device; and

(4) Identify winning bingo patterns that exist on the stored bingo faces.

(c) A card-minder device shall neither perform a function involving the play of the game other than those described in subsection (b) of this section, nor do any of the following:

(1) Be capable of accepting or dispensing any coins, currency or other representative of value or on which value has been encoded;

(2) Be capable of monitoring any bingo card face other than the faces of the tangible card or cards purchased by the player for that game;

(3) Display or represent the game result through any means including, but not limited to, video or mechanical reels or other slot machine or casino game themes, other than highlighting the winning numbers or symbols marked or covered on the tangible bingo cards or giving an audio alert that the player's card has a prize winning pattern; or

(4) Determine the outcome of any game or be physically or electronically connected to any other bingo equipment, including, but not limited to, the ball call station, or to any card other card minding device. No other player-operated or player-activated electronic or electromechanical device or equipment is permitted to be used in connection with a bingo game.

(d) Notwithstanding subsections (b) and (c) of this section, only those card-minder devices that comply with applicable state law and regulations and have been approved by the California Gambling Control Commission may be used in any bingo game.

Sec. 5A.11. Compliance with other laws.

Obtaining a license pursuant to this chapter does not excuse the licensee from complying with all applicable zoning and land use laws and regulations, expressly including, but not limited to, chapter 25 of this code.

Sec. 5A.12. Summary suspension of license.

(a) Whenever it appears to the chief of police that the licensee:

(1) Made a false statement on the license application; or

(2) Is conducting a bingo game in violation of any of the provisions of this chapter; or

(3) Is violating any of the provisions of Penal Code Section 326.5 or other applicable state or law regulation, the chief of police shall have the authority to summarily suspend the license and order the licensee to immediately cease and desist any further operation of any bingo game.

(b) Any person who continues to conduct a bingo game after any summary suspension thereof under subsection (a) shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punishable by a fine not exceeding five hundred dollars ($500) or by imprisonment in the county jail for a period not exceeding six (6) months, or by both such fine and imprisonment.

(c) The order issued under subsection (a) shall also notify the licensee that it shall have five (5) days from the date of such order to request a hearing to determine whether such license shall be revoked. Failure to request, in writing, such hearing before the chief of police, within such five-day period shall result in a revocation of the license.

(d) Upon such request by the licensee, whose license has been suspended under subsection (a) for a hearing to determine whether such license shall be revoked, the city shall provide such hearing within ten (10) days after receipt of such request at which hearing the suspended licensee may appear before the chief of police for the purpose of presenting evidence why the license should not be revoked. No license shall be revoked under this section unless notice of the time and place of such hearing shall have first been given at least five (5) days before the hearing thereof by depositing in the United States mail a notice directed to the suspended licensee at the address given in the application. The notice shall set forth a summary of the ground advanced as the basis of the suspension and revocation.

(e) Any organization whose license is revoked under this section shall not conduct any bingo game in the city until such time as the city council, on appeal, determines to overrule the decision of the chief of police.

Sec. 5A.13. Revocation of license– Alternative procedure.

Whenever it appears to the chief of police that the licensee is conducting bingo games in violation of any of the provisions of this chapter, or that the license was obtained by fraudulent representation and no summary suspension is ordered under Sec. 5A.12, the license may be revoked; provided, however, the licensee may appear before the chief of police at the time fixed by the chief of police for the purpose of presenting evidence why the license should not be revoked. No license shall be revoked under this section unless written notice shall have first been given at least five(5) days before the hearing thereof by depositing in the United States mail a notice directed to such licensee at the address given in the application. The notice shall set forth a summary of the ground advanced as the basis of the revocation.

Sec. 5A.14. Same– Appeal to city council.

(a) Any holder of a license whose license is revoked under this chapter shall have the right, within ten (10) days after receiving notice in writing of the revocation, to file a written appeal to the city council. Such appeal shall set forth the specific ground or grounds on which it is based. The city council shall hold a hearing on the appeal within thirty (30) days after its receipt by the city, or at a time thereafter agreed upon and shall cause the appellant to be given at least ten (10) days' written notice of such hearing. At the hearing, the appellant or his authorized representative shall have the right to present evidence and a written or oral argument, or both, in support of his appeal. The determination of the city council on the appeal shall be final.

(b) Any organization whose license is finally revoked may not again apply for a license to conduct bingo games in the city for a period of one (1) year from the date of such revocation; provided, however, if the ground for revocation is cancellation of the exemption granted under Section 23701d of the Revenue and Taxation Code, such organization may again apply for the license upon proof of reinstatement of such exemption.

Exhibit “B’

CHAPTER 5B. - REMOTE CALLER BINGO GAMES.

Sections:

Sec. 5B.1. Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them by this section.

(1) “Authorized organization” means an organization with a current, valid remote caller authorization.

(2) “Bingo license” means a license issued by the city pursuant to chapter 5A of this code.

(3) “Commission” means the California Gambling Control Commission or its successor agency.

(4) “Organization” means a mobile home park association, senior citizens organization, a charitable organization affiliated with a school district or any group, association or corporation exempted from the payment of the bank and corporation tax by Sections 23701a, 23701b, 23701d, 23701e, 23701f, 23701g, 23701k, 23701w and 23701*l* of the Revenue and Taxation Code.

(5) “Remote caller authorization” means the written approval of the community developer director to conduct remote caller bingo games.

(6) “Remote caller bingo” means a game of bingo, as defined in section 5A.1, in which the numbers or symbols on randomly drawn plastic balls are announced by a natural person present at the site at which the live game is conducted, and the organization conducting the bingo game uses audio and video technology to link any of its in-state facilities for the purpose of transmitting the remote calling of a live bingo game from a single location to multiple locations owned, leased, or rented by that organization, or as described in subdivision (n) of section 5B.6. The audio or video technology used to link the facilities may include cable, Internet, satellite, broadband, or telephone technology, or any other means of electronic transmission that ensures the secure, accurate, and simultaneous transmission of the announcement of numbers or symbols

in the game from the location at which the game is called by a natural person to the remote location or locations at which players may participate in the game. The drawing of each ball bearing a number or symbol by the natural person calling the game shall be visible to all players as the ball is drawn, including through a simultaneous live video feed at remote locations at which players may participate in the game.

Sec. 5B.2. Authorization required.

No remote caller bingo game shall be allowed unless a bingo license issued pursuant to chapter 5A and a remote caller authorization is first obtained from the city. A remote caller authorization shall be effective only for the term of the bingo license that it is attached to or incorporated into.

Sec. 5B.3. Application to offer remote caller bingo.

(a) Prior to providing remote caller bingo, organizations shall obtain a remote caller authorization from the city's community development director. The director shall grant such approval provided he or she determines that the organization's remote caller bingo games will comply with the terms of chapter 5A, this chapter 5B and all applicable state laws and regulations.

(b) An organization wishing to provide remote caller bingo shall submit an application therefor in a form prescribed by the city development director or his or her designee. Each application shall be accompanied by a nonrefundable filing fee in an amount determined by resolution of the City Council, if such a fee has been established. No fee shall be imposed if a request for a remote caller authorization is made concurrently with an application for a bingo license pursuant to chapter 5A. However, in all cases, the following documentation shall be attached to the application, as applicable:

> (1) A certificate issued by the Franchise Tax Board certifying that the applicant is exempt from the payment of the taxes imposed under the Corporation Tax Law pursuant to Section 23701a, 23701b, 23701d, 23701e, 23701f, 23701g, 23701k, 23701*l*, or 23701w of the Revenue and Taxation Code. The community development director may waive this requirement and instead verify the applicant's tax-exempt status through the Franchise Tax Board's website.
>
> (2) Other evidence as the community development director or his or her designee determines is necessary to verify that the applicant is a duly organized mobile home park association of a mobile home park situated in the City.
>
> (3) All information required to be submitted to the commission pursuant to section 326.3(j)(4) of the California Penal Code, excepting a copy of this chapter.
>
> (4) A copy of the organization's bingo license issued pursuant to chapter 5A unless the application for a remote caller authorization is made concurrently with an application for a bingo license.

(c) In addition to the foregoing, the community development director may require organizations to submit any other relevant information to assist the director in determining whether or not to approve a request to conduct remote caller bingo games.

Sec. 5B.4. Issuance or denial of remote caller authorization.

(a) The community development director shall approve or disapprove such requests within thirty (30) days of receiving all requested information from the organization. When approving a request to conduct remote caller bingo games, the director shall attach the remote caller authorization to, or otherwise incorporate the authorization into, the authorized organization's city bingo license. In the event the authorized organization does not wish to or is otherwise unable to conduct bingo games pursuant to chapter 5A, the community development director may issue a conditional bingo license and remote caller bingo authorization that only permits the authorized organization to conduct remote caller bingo games.

(b) The community development director shall not issue a remote caller authorization to any applicant if it appears from the application that the conduct of such games would be in violation of any of the terms, conditions and requirements of this chapter or applicable state law.

Sec. 5B.5. Records, right of inspection.

(a) All authorized organizations shall keep and maintain full records and accountings and shall detail the amount of money obtained from players, the amount of money or value of prizes given for each game played and the disposition of any funds generated by the conduct of remote caller bingo games. Records shall be kept and maintained for at least five (5) years.

(b) The city shall have the right to inspect such records at any reasonable time and the community development director may request said records when the authorized organization applies to renew its remote caller authorization.

(c) The city shall also have the right to attend or observe any remote caller bingo game to ensure compliance with this chapter and all applicable laws and regulations.

Sec. 5B.6. Operational requirements.

Any remote caller bingo game operated pursuant to this chapter shall comply with all of the following:

(a) An authorized organization shall conduct remote caller bingo games only on property owned or leased by it, or property where use is donated to the authorized organization. The property does not need to be used exclusively by, or donated exclusively to, the authorized organization.

(b) A remote caller bingo game shall not include any site that is not located within California. In addition, a location shall not be eligible to participate in a remote caller bingo game if bingo games are conducted at that location in violation of chapter 5A, Penal Code Section 326.5 or any regulation adopted by the commission pursuant to Business and Professions Code Section 19841, including, but not limited to, a location at which unlawful electronic devices are used.

(c) All remote caller bingo games shall be open to the public and shall not be limited to just the members of the authorized organization.

(d) No minors shall be allowed to participate in any remote caller bingo game.

(e) No person shall be allowed to participate in a remote caller bingo game unless the person is physically present at the time and place where the remote caller bingo game is being conducted. A person shall be deemed to be physically present at the place where the remote caller bingo game is being conducted if he or she is present at any of the locations participating in the remote caller bingo game in accordance with this chapter and Penal Code section 326.3.

(f) No more than seven-hundred fifty (750) players may participate in a remote caller bingo game in a single location. However, if the Governor of California or the President of the United States declares a state of emergency in response to a natural disaster or other public catastrophe occurring in California, an authorized organization may, while that declaration is in effect, conduct a remote caller bingo game with more than seven-hundred fifty (750) participants in a single venue if the net proceeds of the game, after deduction of prizes and overhead expenses, are donated to or expended exclusively for the relief of the victims of the disaster or catastrophe, and the authorized organization gives the commission at least ten (10) days' written notice of the intent to conduct that game.

(g) An authorized organization shall not conduct remote caller bingo more than two (2) days per week.

(h) The value of prizes awarded during the conduct of any remote caller bingo game shall not exceed thirty-seven (37) percent of the gross receipts for that game. When an authorized organization elects to deduct fees paid for the use and processing of credit card sales from the amount of gross revenues for that game awarded for prizes, the maximum amount of gross revenues that may be awarded for prizes shall not exceed thirty-seven (37) percent of the gross receipts for that game, less the amount of redirected fees paid for the use and processing of credit card sales. Every remote caller bingo game shall be played until a winner is declared. Progressive prizes are prohibited. The declared winner of a remote caller bingo game shall provide his or her identifying information and a mailing address to the onsite manager of the remote caller bingo game. Prizes shall be paid only by check; no cash prizes shall be paid. The authorized organization may issue a check to the winner at the time of the game, or may send a check to the declared winner by United States Postal Service certified mail, return receipt requested. All prize money exceeding state and federal exemption limits on prize money shall be subject to income tax reporting and withholding requirements under applicable state and federal laws and regulations and those reports and withholding shall be forwarded, within ten (10) business days, to the appropriate state or federal agency on behalf of the winner. A report shall accompany the amount withheld identifying the person on whose behalf the money is being sent. Any game interrupted by a transmission failure, electrical outage, or act of God shall be considered void in the location that was affected. A refund for a canceled game or games shall be provided to the purchasers.

(i) A remote caller bingo game shall be operated and staffed only by members of the authorized organization that organized it. Those members shall not receive a profit, wage, or salary from any remote caller bingo game. Only the authorized organization shall operate the remote caller bingo game, or participate in the promotion, supervision, or any other phase of a remote caller bingo game, provided that this shall not preclude the authorized organization from employing administrative, managerial, technical, financial, or security personnel who are not members of the authorized organization as provided in subsection (j). These personnel may be paid reasonable fees for such services from remote caller bingo revenue, provided that the fees shall not be determined as a percentage of receipts or other revenues from, or be dependent on the outcome of, the game.

(j) No individual, corporation, partnership, or other legal entity, except the authorized organization authorized, shall hold a legally cognizable financial interest in the conduct of a remote caller bingo game. Notwithstanding any other provisions of law, exclusive or other agreements between the authorized organization and other entities or persons to provide services in the administration, management, or conduct of the game shall not be considered a violation of the prohibition against holding a legally cognizable financial interest in the conduct of the remote caller bingo game by persons or entities other than the authorized organization, or other entity authorized to conduct the remote caller bingo games, provided that those persons or entities obtain the gambling licenses, the key employee licenses, or the work permits required by, and otherwise comply with Chapter 5 of Division 8 of the Business and Professions Code. Fees to be paid under any such agreements shall be reasonable and shall not be determined as a percentage of receipts or other revenues from, or be dependent on the outcome of, the game.

(k) An authorized organization shall not have overhead costs exceeding twenty (20) percent of gross sales, except that the limitations of this subsection shall not apply to one-time, nonrecurring capital acquisitions. For purposes of this subsection, "overhead costs" includes, but is not limited to, amounts paid for rent and equipment leasing and the reasonable fees authorized to be paid to administrative, managerial, technical, financial, and security personnel employed by the authorized organization pursuant to subsection (j). For the purpose of keeping its overhead costs below twenty (20) percent of gross sales, an authorized organization may elect to deduct all or a portion of the fees paid to financial institutions for the use and processing of credit card sales from the amount of gross revenues awarded for prizes. In that case, the redirected fees for the use and processing of credit card sales shall not be included in "overhead costs." Additionally, fees paid to financial institutions for the use and processing of credit card sales shall not be deducted from the proceeds retained by the authorized organization.

(l) An authorized organization shall designate a person as having fiduciary responsibility for the remote caller bingo game.

(m) Any person or entity who conducts the remote caller bingo game, including, but not limited to, all administrative, managerial, technical, financial, and security personnel employed by an authorized organization, shall possess and maintain all applicable approvals, permits and licenses from the commission.

(n) An authorized organization shall not cosponsor a remote caller bingo game with one or more other organizations unless one of the below is true. A maximum of ten (10) unaffiliated organizations may enter into an agreement to cosponsor a remote caller game, provided the game shall have not more than ten (10) locations. Before sponsoring or operating any game authorized under paragraph (1) or (2), each of the cosponsoring organizations shall have entered into a written agreement, a copy of which shall be provided to the commission, setting forth how the expenses and proceeds of the game are to be allocated among the participating organizations, the bank accounts into which all receipts are to be deposited and from which all prizes are to be paid, and how game records are to be maintained and subjected to annual audit.

(1) All of the cosponsors are affiliated under the master charter or articles and bylaws of a single organization.

(2) All of the cosponsors are affiliated through an organization as defined in this chapter and have the same Internal Revenue Service activity code.

(o) All remote caller bingo games and operations shall comply with all applicable state law and regulations, including, but limited to, Penal Code Sections 326.3 and 326.5 and any regulations adopted by the commission to implement those sections. To the extent of any inconsistency or conflict between the provisions of Penal Code Section 326.5 and any state regulations adopted to implement Section 326.5 and the provisions of Penal Code Section 326.3 and any regulations adopted to implement section 326.3, the provisions of Penal Code Section 326.3 and its implementing regulations shall control.

Sec. 5B.7. Electronic bingo equipment.

(a) All equipment used for remote caller bingo shall be approved in advance by the commission.

(b) Remote caller bingo games shall be played using traditional paper or other tangible bingo cards and daubers, and shall not be played by using electronic devices, except card-minding devices as defined in section 5A.10.

Sec. 5B.8. Compliance with other laws.

Obtaining a remote caller authorization pursuant to this section does not excuse the authorized organization from complying with all applicable zoning and land use laws and regulations, expressly including, but not limited to, chapter 25 of this code.

Sec. 5B.9. Violations and Enforcement.

Any violation of applicable state laws or regulations governing bingo, including, but not limited to those governing remote caller bingo, shall be a violation of this chapter. Violations of this chapter shall be punishable as follows:

(a) A violation of subsection (i) of section 5B.6 shall punishable as a misdemeanor and/or subject to a fine not to exceed ten thousand dollars ($10,000).

(b) A violation of any other provision of this section shall be a misdemeanor.

In addition, to any other enforcement option or remedy the city may seek, any violation of this chapter is grounds for suspension or revocation of a bingo license issued pursuant to chapter 5A of this code. Any suspension or revocation of a bingo license issued pursuant to chapter 5A shall automatically suspend or revoke any remote caller authorization affixed to or incorporated into such bingo license.

Sec. 5B.10. Public Nuisance.

In addition to the criminal penalties provided by this chapter, violation of any provision of this chapter is a public nuisance which may be abated by the city. The city may bring an action to enjoin any violation of this chapter.

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 1, 2011

SUBJECT: Release Proposed Regional Water Treatment Facility Site for Woodland Davis Clean Water Agency From City's 2002 Lease Revenue Bonds

Report in Brief:

In 2002, the City of Woodland (the "City") and the Woodland Finance Authority (the "Authority") issued Lease Revenue Bonds to finance capital improvements to the City's wastewater collection and treatment system. The financing package included lease agreements between the City and the Authority securing the bonds with lease payments for City-owned properties and facilities. A forty - acre parcel within the leased property has been identified as a prospective site for a regional water treatment facility to be built by the Joint Powers Authority of the Woodland Davis Clean Water Agency (WDCWA). To support the timely acquisition of a viable site for the regional water treatment facility, staff requests the City and the Authority amend the lease agreements authorizing release of the 40-acre site from the Site Lease and Facility Lease for the 2002 Lease Revenue Bonds.

Staff recommends that (1) City Council adopt Resolution No. _____ authorizing the execution and delivery of Amendment No. 1 to the Site Lease and Facilities Lease; and (2) the Woodland Finance Authority adopt Resolution No. _____ authorizing the execution and delivery of Amendment No. 1 to the Site Lease and Facilities Lease.

Background:

The Woodland Finance Authority, a joint exercise of powers entity formed by the City and Redevelopment Agency to finance acquisition and construction of public capital improvements of the City, previously issued the Lease Revenue Bonds (Refunding and 2002 Capital Projects) in the amount of $33,215,000 to finance improvements to the City's wastewater collection and treatment system.

The bond package included a Site Lease wherein the City leased city-owned property including the 485 acre wastewater treatment plant and the adjacent 890-acre parcel currently used by Pacific Coast Producers (PCP) to the Authority. Concurrently, the City and Authority entered into a Facilities Lease wherein the Authority leased the property and facilities to the City for the purpose of securing payments for the bonds.

Forty acres of the property included in the lease agreements is identified as a prospective site for a regional water treatment facility to be built by the joint powers authority of the Woodland Davis Clean Water Agency. The City would like to remove the 40 acres from the lease agreements and sell the unencumbered property to WDCWA for its public purposes.

Discussion:

The Facilities Lease and the Site Lease provide for the release and substitution of property encumbered by the documents upon the satisfaction of certain conditions. The property that is substituted for the original property must be equal to or greater than the remaining amount of Lease Payments to be made under the Facilities Lease as determined by an MAI Appraisal with respect to the real property and a proper assessment of the wastewater improvements remaining encumbered under the lease. Additionally, the leased assets under the Facilities Lease have the same or similar essential governmental purpose and have the same or greater useful life as the facilities being replaced. Finally, the provisions of the Facilities Lease require that the property is not encumbered by any other lien or that there has not been a default. At this time, the City has complied with all of the conditions of the Facilities Lease. The City has had an appraisal of the real property conducted and has conducted a valuation of the wastewater improvements that are the subject matter of the Facilities Lease. The valuation and appraisal show that the value of the land and improvements to be the subject of the amended Facilities Lease will be in excess of $40 million. The remaining Lease Payments under the Facilities Lease are approximately $20 million. The facilities have the same governmental purpose and the same useful life, and there has not been a default under the Facilities Lease.

If the Council and the Authority Board adopt the resolutions approving execution of the amendment to the Facilities Lease and the Site Lease, the documents will be delivered to the municipal bond insurance company, Syncora Finance Group as successor to XL Capital Assurance Inc, for its approval. Upon receipt of approval, the amendments to the documents will be recorded and the 40-acre site may be conveyed to WDCWA.

The 40 acres identified for transfer to the WDCWA are abandoned aerated lagoons and have never been used by Pacific Coast Producers (PCP) for processing tomato waste. The current lease agreement between the City and PCP allows the removal of up to 60 acres of the leased property without penalty, and transfer of the site will not affect PCP operations. PCP is aware of and concurs with the proposed property transfer. City and PCP staff are working with Regional Water Quality Control Board to formalize removal of the ponds from PCP's waste discharge permit.

Fiscal Impact:

The WDCWA and the City will enter into a Purchase and Sale Agreement for WDCWA's acquisition of the parcel at fair market price based on an MAI appraisal. The purchase price will be assigned to the two cities according to the cost-sharing formula laid out in the Joint Powers Agreement for the WDCWA and the City's cost will be assigned to the capital project for surface water financed by enterprise funds.

Public Contact:

Posting of the City Council and Woodland Finance Authority agendas, quarterly and specially scheduled public WDCWA Board meetings.

Recommendation for Action

Staff recommends the following actions:

1) City Council adopt Resolution No. _____ authorizing the execution and delivery of Amendment No. 1 to the Site Lease and Facilities Lease; and

2) The Woodland Financing Authority adopt Resolution No. _____ authorizing the execution and delivery of Amendment No. 1 to the Site Lease and Facilities Lease.

Prepared by: Liz Houck
Senior Engineering Assistant

Reviewed by: Kimberly McKinney
Finance Officer

Reviewed by: Nicholas J. Ponticello
CDD Director

____
Kevin O'Rourke
Interim City Manager

Attachments:

1. Resolution No. _______; A Resolution of the City Council of the City of Woodland Authorizing the Execution and Delivery of Amendment No. 1 to Site Lease and Facilities Lease
2. Resolution No. _______; A Resolution of the Woodland Finance Authority Authorizing the Execution and Delivery of Amendment No. 1 to Site Lease and Facilities Lease
3. Amendment No. 1 to Facilities Site Lease and Facilities Lease by and between the Woodland Finance Authority and the City of Woodland

RESOLUTION NO. ______

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE EXECUTION AND DELIVERY OF AMENDMENT NO. 1 TO SITE LEASE AND FACILITIES LEASE

WHEREAS, the Woodland Finance Authority (the "Authority") is a joint exercise of powers authority formed pursuant to a Joint Exercise of Powers Agreement by and between the City of Woodland (the "City") and the Redevelopment Agency of the City of Woodland and is authorized under said Agreement and under the laws of the State of California to finance the acquisition and construction of public capital improvements for the City; and

WHEREAS, the Authority has caused to be delivered its $33,215,000 Woodland Financing Authority Lease Revenue Bonds (Refunding and 2002 Capital Projects) (the "Bonds") for the purpose of providing funds to enable the City to finance the construction of improvements to its citywide wastewater collection and treatment system (the “Project”) which Bonds are payable from lease payments to be paid to the Authority by the City pursuant to a Facilities Lease dated as of December 1, 2002 relating to the Project (the “Facilities Lease”); and

WHEREAS, the City and Authority entered into, concurrently with the Facilities Lease, a Site Lease, whereby the Authority leased the Leased Property from the City; and

WHEREAS, the City Council has determined to release an approximately 40 acre portion of Parcel No. 027-390-22 (the “Released Property”) from the Leased Property for transfer to the Woodland-Davis Clean Water Agency under the Facilities Lease, all for the orderly management of City property; and

WHEREAS, the City and Authority will release and substitute the Leased Property pursuant to the Facilities Lease.

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED that the City Council of the City of Woodland as follows:

Section 1. Findings and Determinations. The City Council finds and determines that the above recitals are true and correct and that the value of real property together with an assessment of value of improvements constituting the waste water collection and treatment system, and the original fair rental value of the Leased Property to be released (the “Released Property”) is approximately $34,000,000. The fair rental value of the property to be substituted (the “Substitute Property”) based upon an MAI Appraisal and valuation of improvements is in excess of $40,000,000, which is greater than the remaining Lease Payments.

Section 2. Approval of Amendments. The City Council hereby approves the Amendment No. 1 to Site Lease and Facilities Lease in substantially the respective form on file with the City Clerk, together with such additions thereto and changes therein as Bond Counsel shall deem necessary, desirable or appropriate, the execution of which by the Mayor, the Mayor Pro Tem, the City Manager or the Director of Finance shall be conclusive evidence of the approval of any such additions and changes. The Mayor, the Mayor Pro Tem, the City Manager or the Director of Finance is hereby authorized and directed to execute, and the City Clerk is hereby authorized and directed to attest and affix the seal of the City to, the final forms of each of the above-mentioned documents for and in the name and on behalf of the City.

Section 3. Official Actions. The Mayor, the Mayor Pro Tem, the City Manager, the Director of Finance, the City Clerk and any and all other officers of the City are hereby authorized and directed, for and in the name and on behalf of the City, to do any and all things and take any and all actions other documents, which they, or any of them, may deem necessary or advisable in order to consummate the transactions as described herein.

Section 4. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

ADOPTED this _____ day of _____________, 2011.

____
Art Pimentel, Mayor

ATTEST:

____
Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

____
Andrew Morris, City Attorney

STATE OF CALIFORNIA)
COUNTY OF YOLO) SS
CITY OF WOODLAND)

I, ____________________, City Clerk of the City of Woodland, California, do hereby certify that the foregoing Resolution No. ________ was duly passed and adopted at a regular meeting of the Woodland City Council on the ____ day of _________, 2011 by the following vote, to wit:

AYES:	COUNCIL MEMBERS:	[INSERT]
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTAIN:	COUNCIL MEMBERS:	NONE

____
CITY CLERK

CERTIFICATION

I, ___________________________, City Clerk of the City of Woodland do hereby certify that the foregoing resolution was adopted by the City Council of the City of Woodland at a regular meeting thereof held on the _____ day of ___________, 2011, by the following vote of the Council:

AYES:

NOES:

ABSENT:

ABSTAINED:

RESOLUTION NO. ______

A RESOLUTION OF THE WOODLAND FINANCE AUTHORITY AUTHORIZING THE EXECUTION AND DELIVERY OF AMENDMENT NO. 1 TO SITE LEASE AND FACILITIES LEASE

WHEREAS, the Woodland Finance Authority (the "Authority") is a joint exercise of powers authority formed pursuant to a Joint Exercise of Powers Agreement by and between the City of Woodland (the "City") and the Redevelopment Agency of Woodland and is authorized under said Agreement and under the laws of the State of California to finance the acquisition and construction of public capital improvements for the City; and

WHEREAS, the Authority has caused to be delivered its $33,215,000 Woodland Financing Authority Lease Revenue Bonds (Refunding and 2002 Capital Projects) (the "Bonds") for the purpose of providing funds to enable the City to finance the costs of construction of improvements to its citywide wastewater collection and treatment system (the "Project") which Bonds are payable from lease payments to be paid to the Authority by the City pursuant to a facilities lease dated as of December 1, 2002, relating to the Project (the "Facilities Lease"); and

WHEREAS, the City and Authority entered into, concurrently with the Facilities Lease, a Site Lease, whereby the Authority leased the Leased Property from the City; and

WHEREAS, the City Council has determined to release an approximately 40 acre portion of Parcel No. 027-390-22 (the "Released Property") from the Leased Property for transfer to the Woodland-Davis Clean Water Agency under the Facilities Lease, all for the orderly management of City property; and

WHEREAS, the City and Authority will release and substitute the Leased Property pursuant to the Facilities Lease.

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED that the Board of the Woodland Financing Authority as follows:

Section 1. Findings and Determinations. The Board of the Authority finds and determines that the above recitals are true and correct and that the value of the remaining Leased Property under the Facilities Lease will be equal to or in excess of the remaining lease payments to be made under the Facilities Lease.

Section 2. Approval of Amendments. The Board of the Authority hereby approves the Amendment No. 1 to Site Lease and Facilities Lease in the form on file with the Secretary, together with such additions thereto and changes therein as Counsel to the City shall deem necessary, desirable or appropriate, the execution of which by the Chair, the Vice-Chair, the Executive Director, the Director of Finance shall be conclusive evidence of the approval of any such additions and changes.

Section 3. Official Actions. The Chair, the Vice-Chair, the Executive Director, the Director of Finance, and the Secretary, and the and any and all other officers of the Authority are hereby authorized and directed, for and in the name and on behalf of the Authority, to do any and all things and take any and all actions other documents, which they, or any of them, may deem necessary or advisable in order to consummate the transactions as described herein.

Section 4. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

ADOPTED this _____ day of _____________, 2011.

____
Kevin O'Rourke, Administrator

____
Ana Gonzalez, Secretary

APPROVED AS TO FORM:

____
AUTHORITY COUNSEL

STATE OF CALIFORNIA)
COUNTY OF YOLO) SS
CITY OF WOODLAND)

I, _________________, Secretary of the Woodland Financing Authority, do hereby certify that the foregoing Resolution No. ________ was duly passed and adopted at a special meeting of the Woodland Authority on the ___ day of _________, 2011 by the following vote, to wit:

AYES:	COUNCIL MEMBERS:	[INSERT]
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTAIN:	COUNCIL MEMBERS:	NONE

____
AUTHORITY SECRETARY

CERTIFICATION

I, ___________________________, Secretary of the Woodland Financing Authority do hereby certify that the foregoing resolution was adopted by the Woodland Financing Authority at a special meeting thereof held on the _____ day of ___________, 2011, by the following vote of the Board:

AYES:

NOES:

ABSENT:

ABSTAINED:

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

Best Best & Krieger LLP
3750 University Avenue
Riverside, California 92501
Attention: Kim A. Byrens, Esq.

(Space above for Recorder's Use)

AMENDMENT NO. 1 TO

SITE LEASE AND FACILITIES LEASE

Dated as of November 1, 2011

by and between

WOODLAND FINANCE AUTHORITY

and

CITY OF WOODLAND

(Exempt from filing fee pursuant to
Government Code Section 6103)

AMENDMENT NO. 1 TO
SITE LEASE AND FACILITIES LEASE

THIS AMENDMENT NO. 1 TO SITE LEASE AND FACILITIES LEASE, made as of July 1, 2011, is entered into by and between WOODLAND FINANCE AUTHORITY, a joint powers authority organized and existing under the laws of the State of California, as lessor (the "Authority") and the CITY OF WOODLAND, a municipal corporation, duly organized and existing under and by virtue of the laws of said state, as lessee (the "City").

W I T N E S S E T H

WHEREAS, the City and the Authority have previously entered into a Site Lease dated as of December 1, 2002 (the "Site Lease"), recorded as Document No. 2002 05536700 in the Official Records of the Yolo County Recorder's Office, under which the City leased to the Authority the property set forth therein and described in Exhibit A thereto (the "Leased Property"); and

WHEREAS, concurrently with the execution of the Site Lease, the Authority leased the Leased Property to the City pursuant to an unrecorded Facilities Lease, dated as of December 1, 2002, for the purpose of securing payments made with respect to the $33,215,000 Woodland Financing Authority Lease Revenue Bonds (Refunding and 2002 Capital Projects) (the "Bonds"); and

WHEREAS, a portion of the Leased Property will be transferred to the Woodland-Davis Clean Water Agency; and

WHEREAS, the City has determined that it is in its best interests to amend the Site Lease and Facilities Lease to release the Released Property, described herein from provisions of the Facilities Lease and substitute the Released Property with the property shown in Exhibit A attached hereto and by this reference herein incorporated; and

WHEREAS, Section 3.04 of the Facilities Lease provides for the substitution of property under the Facilities Lease upon the satisfaction of certain conditions; and

NOW, THEREFORE, in consideration of the above premises and of the mutual covenants hereinafter contained and for other good and valuable consideration, the parties hereto agree as follows:

ARTICLE I

DEFINITIONS AND EXHIBITS

Section 1.1 Definitions. Unless the context otherwise requires, capitalized terms used herein shall have the meanings given to such terms in the Facilities Lease.

ARTICLE II

REPRESENTATIONS, OF THE DISTRICT

Section 2.1 Representations of the City. The City represents, covenants and warrants to the Authority as follows:

(a) Due Organization and Existence. The City is a duly organized and validly existing municipal corporation under the laws of the State of California.

(b) No Default. No Event of Default has occurred under the Facilities Lease and no event has occurred which, with the passing of time or the giving of notice, would constitute an Event of Default under the Facilities Lease.

ARTICLE III

AMENDMENT TO SITE LEASE AND FACILITIES LEASE

Section 3.1 Amendment to Leased Premises Description. The Site Lease and Facilities Lease are hereby amended by releasing all of the Released Property described in Exhibit A of each respective agreement and revising said exhibit with the description of property described in Exhibit A hereto.

ARTICLE IV

MISCELLANEOUS

Section 4.1 Severability. In the event any provision of this Amendment No. 1 to Site Lease and Facilities Lease shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provisions hereof.

Section 4.2 Execution in Counterparts. This Amendment No. 1 to Site Lease and Facilities Lease may be executed in several counterparts, each of which shall be original and all of which shall constitute but one and the same instrument.

Section 4.3 Applicable Law. This Amendment No. 1 to Site Lease and Facilities Lease shall be governed and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the Authority has caused this Amendment No. 1 to Site Lease and Facilities Lease to be executed in its corporate name by its duly authorized officer and sealed with its corporate seal; and the City has caused this Lease to be executed in its name by its duly authorized officers, as of the date first above written.

CITY OF WOODLAND, as Lessee

By:____________________________________

Art Pimentel, Mayor

Attest:

____

Ana Gonzalez, City Clerk

WOODLAND FINANCE AUTHORITY,
as Lessor

By:____________________________________

Kevin O’Rourke, Administrator

Attest:

____

Ana Gonzalez, Secretary

STATE OF CALIFORNIA)
) ss
COUNTY OF YOLO)

On ____________________, 2011, before me, _____________________________, a Notary Public, personally appeared ____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _______________________________ (Seal)

STATE OF CALIFORNIA)
) ss
COUNTY OF YOLO)

On ____________________, 2011, before me, ____________________________, a Notary Public, personally appeared ____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature ______________________________ (Seal)

EXHIBIT A

SUBSTITUTE PROPERTY

TABLE OF CONTENTS

Page

EXHIBIT A

All that certain property situated in the County of Yolo, State of California, described as follows:

The real property described on the "Land Description" and shown on the "Exhibit" dated September 27, 2011, attached hereto, together will all improvements located thereon and all sewer mains, laterals, other piping, lift stations and related and appurtenant facilities of all descriptions that constitute part of the City of Woodland's wastewater collection and treatment system wherever located within or outside the City's boundaries.

LAND DESCRIPTION

ALL that real property situate in the City of Woodland, County of Yolo, State of California, and being a portion of Sections 35 and 36, Township 10 North, Range 2 East, and also being a portion of Sections 1 and 2, Township 9 North, Range 2 East, and also being a portion of Section 31, Township 10 North, Range 3 East, and also being a portion of Section 6, Township 9 North, Range 3 East, Mount Diablo Base and Meridian, and also being all of that certain Parcel of land as described in Book 594 of Official Records at Page 260, Yolo County Records, and also being all of that certain Parcel of land as described in Book 770 of Official Records at Page 438, Yolo County Records, and also being a portion of that certain Parcel of land as described in Book 753 of Official Records at Page 535, Yolo County Records, and also being all of that certain Parcel of land as described in Book 1511 of Official Records at Page 202, Yolo County Records, more particularly described as follows:

BEGINNING at the Southeast corner of said Section 35; thence, from said POINT OF BEGINNING and along the East line of said Section 35, North 00°06'00" West 2,604.72 feet to the East Quarter corner of said Section 35; thence, along the North line of the Southeast Quarter of said Section 35, North 88°42'25" West 2,615.98 feet to the Northwest corner of said Southeast Quarter; thence, along the West line of said Southeast Quarter, South 00°24'53" West 2,643.28 feet to the South Quarter corner of said Section 35; thence, along the West line of the East half of said Section 2, South 00°55'23" West 5,377.83 feet to the South Quarter corner of said Section 2; thence, along the South line of said Section 2, South 89°46'00" East 2,636.26 feet to the Southeast corner of said Section 2; thence, along the East line of said Section 2, North 00°57'15" East 5,368.08 feet to the POINT OF BEGINNING.

Containing 483.58 acres of land, more or less.

TOGETHER WITH that certain parcel of land situate in said Sections 1, 6, 31, 36, more particularly described as follows:

LICENSED LAND SURVEYOR
BRYAN P. BONINO
L.S. 7521
STATE OF CALIFORNIA

B. P. Bonino 9/29/11
Bryan P. Bonino Date

BEGINNING at a point on the South line of said Section 36, said point also being on the West line of that certain parcel of land deeded to the City of Woodland in said Book 753 of Official Records at Page 535, Yolo County Records, said point being distant South 89°23'30" East 125.00 feet from said Southeast corner of said Section 35; thence, from said POINT OF BEGINNING and along said West line the following two (2) courses and distances: 1) North 01°43'34" East 0.40 feet; and 2) North 00°07'12" East 1,673.44 feet; thence, leaving said West line, South 89°23'30" East 1,792.58 feet; thence North 00°36'30" East 977.81 feet to the North line of said Parcel of land; thence, along said North line South 89°23'52" East 1,728.12 feet to the Northeast corner of said Parcel of land; thence, along the East line of said Parcel of land, South 00°42'00" West 57.81 feet to the Northwest corner of Parcel 1 as shown on that certain "PARCEL MAP No. 3085 for CONTADINA FOODS INC", recorded in Book 6 of Parcel Maps at Page 39, Yolo County Records; thence, along the North line of said Parcel 1, South 89°06'58" East 3,419.76 feet to the Northeast corner of said Parcel 1; thence, along the East line of said Parcel 1 the following three (3) courses and distances: 1) South 00°35'50" West 4,322.78 feet; 2) North 89°24'10" West 10.00 feet; and 3) South 00°58'45" West 1,127.23 feet to the most Easterly Southeast corner of said Parcel 1; thence South 36°55'30" West 143.25 feet to the most Southerly Southeast corner of said Parcel 1; thence, along the South line of said Parcel 1, North 89°02'45" West 6,857.69 feet to the Southwest corner of said Parcel 1; thence, along the West line of said Parcel 1, North 01°08'55" East 1,092.35 feet to the South line of said Parcel of land deeded to the City of Woodland; thence, along the West line of said Parcel of land the following two (2) courses and distances: 1) North 53°44'30" West 16.62 feet; and 2) North 01°43'34" East 1,845.05 feet to the POINT OF BEGINNING.

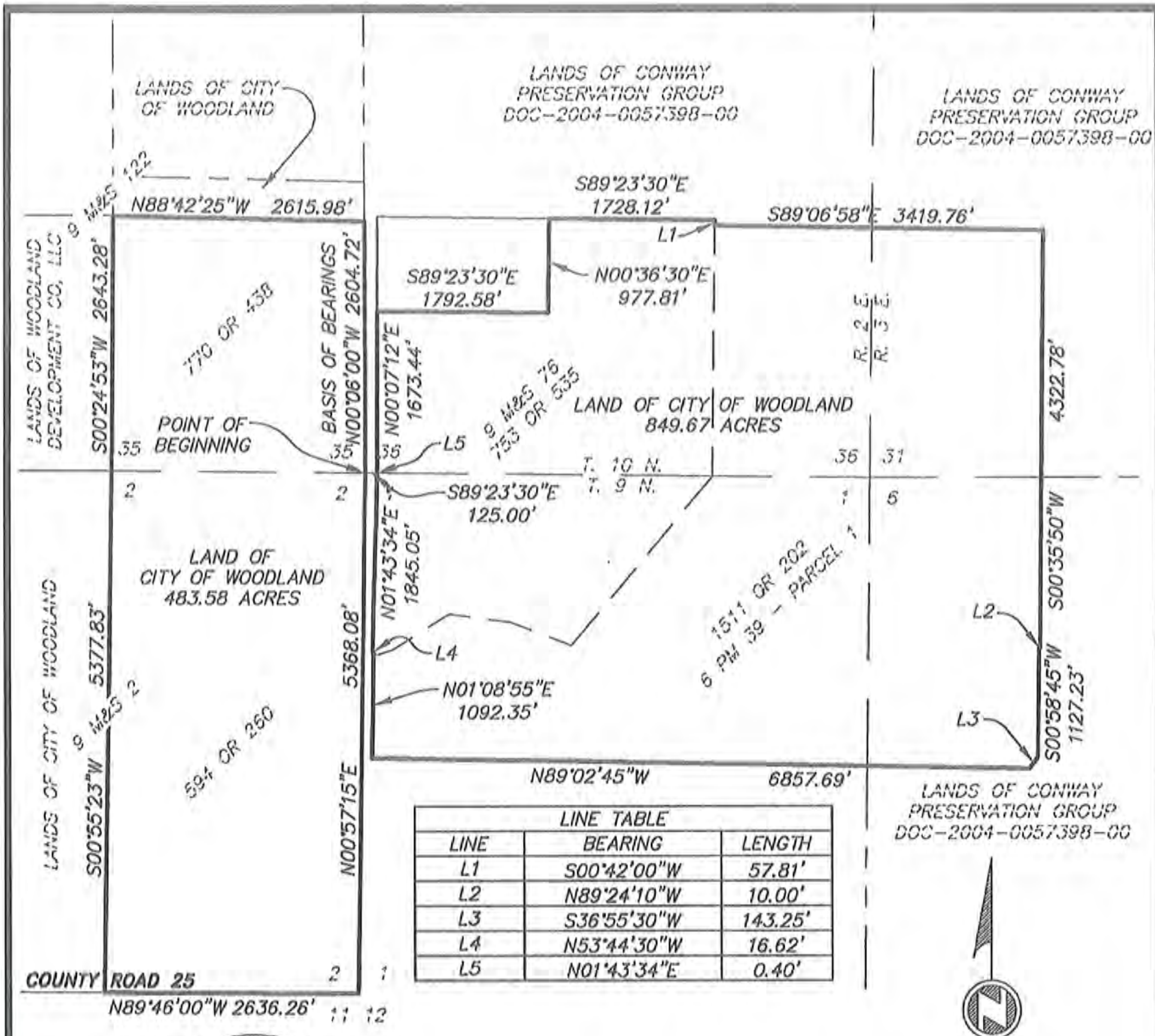
Containing 849.67 acres of land, more or less.

Total containing 1,333.25 acres of land, more or less.

The Basis of Bearings for this description is the East line of the Southeast Quarter of said Section 35 shown as North 00°06'00" West in Book 9 of Parcel Maps & Surveys at Page 76, said County Records.

End of description.

This description was prepared by me or under my direction in accordance with Section 8761 of the Professional Land Surveyors' Act.



LINE TABLE		
LINE	BEARING	LENGTH
L1	S00°42'00"W	57.81'
L2	N89°24'10"W	10.00'
L3	S36°55'30"W	143.25'
L4	N53°44'30"W	16.62'
L5	N01°43'34"E	0.40'

LICENSED LAND SURVEYOR
BRYAN P. BONINO
L.S. 7521
STATE OF CALIFORNIA

0 800 1600 3200

SCALE: 1"=1600'

EXHIBIT TO ACCOMPANY DESCRIPTIONS
FOR
CITY OF WOODLAND
A PORTION OF SECTIONS 35 & 36,
TOWNSHIP 10 NORTH, RANGE 2 EAST,
ALSO BEING A PORTION OF SECTIONS 1 & 2
TOWNSHIP 9 NORTH, RANGE 2 EAST,
AND ALSO BEING A PORTION OF SECTION 31,
TOWNSHIP 10 NORTH, RANGE 3 EAST,
AND ALSO BEING A PORTION OF SECTION 6
TOWNSHIP 9 NORTH, RANGE 3 EAST,
MOUNT DIABLO BASE AND MERIDIAN
UNINCORPORATED AREA OF YOLO COUNTY, CA
SHEET 1 OF 1 SEPTEMBER 27, 2011

Bryan P. Bonino 9/27/11

BRYAN P. BONINO DATE

THIS EXHIBIT WAS PREPARED BY ME OR UNDER MY DIRECTION IN ACCORDANCE WITH SECTION 8761 OF THE PROFESSIONAL LAND SURVEYORS' ACT.

LM LAUGENOUR AND MEIKLE
CIVIL ENGINEERING · LAND SURVEYING · PLANNING
608 COURT STREET, WOODLAND, CALIFORNIA 95695 · PHONE: (530) 662-1755
P.O. BOX 828, WOODLAND, CALIFORNIA 95776 · FAX: (530) 662-4602

#449-113

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 1, 2011

SUBJECT: Annual Update on Municipal Storm Water Permit Compliance

Report in Brief

On September 13, 2011, the City submitted its annual report to the Central Valley Regional Water Quality Control Board (RWQCB) for compliance with the National Pollutant Discharge Elimination System (NPDES) General Permit for the Discharge of Storm Water from Small Municipal Separate Storm Sewer Systems, Order No. 2003-0005-DWQ (General MS4 Permit). The annual report documents the City's efforts to implement the best management practices (BMPs) described in the City's Storm Water Management Program (SWMP) for the reporting period of July 1, 2010 through June 30, 2011. This report to the Mayor and City Council summarizes the annual report.

Staff recommends that the City Council receive this report.

Background

The City is required to operate pursuant to a municipal storm water permit and received coverage under the General MS4 Permit in October 2004. As part of the permit requirements, the City needed to prepare and implement a 5-year SWMP with BMPs for the following areas: Public Education and Outreach, Public Involvement and Participation, Illicit Discharge Detection and Elimination, Construction Site Runoff Control, Post-Construction Runoff Control, and Municipal Operations. One requirement of the City's SWMP is to update the City Council on the City's efforts to implement the storm water BMPs in the previous reporting year.

The 5-year term of the General MS4 Permit expired on May 1, 2008. The State Water Resources Control Board has issued a draft second-term permit and is in the process of revising the draft in response to extensive comments provided by existing and proposed permittees, affected businesses, and organizations representing these groups. The General MS4 Permit will continue in force and in effect until the second-term permit is issued, and the City will continue to comply with the permit requirements by implementing the year-5 BMPs that are described in the existing SWMP.

Discussion

Summary of Year-8 of the City's Storm Water Management Program

The 2010/2011 reporting year was Year-8 of the City's SWMP implementation. Following are highlights of BMPs implemented during Year-8.

Public Education and Outreach: City staff continued to use various methods and venues for providing information to the community about storm water quality management. These included the following:

- Providing information at booths set up at numerous special community events
- Partnering with the Yolo County Master Gardeners to promote backyard composting and landscape pesticide reduction at fall and spring events
- Sponsoring "ZunZun" performances for 5,500 elementary school students that included education about storm water pollution prevention
- Collaborating with other local jurisdictions to design and produce calendars providing education on environmental themes, including storm water issues
- Recording and sponsoring KUIC FM 95.3 "Hometown Green" spots about storm water quality protection
- Using the billboard message "You dump it, you drink it" to prevent the discharge of motor oil into the storm drain system
- Including discussion of storm water in a presentation to the Sunrise Rotary Club
- Organizing and hosting a pre-wet season workshop for construction contractors, City engineering and environmental compliance staff, and other local jurisdictions on compliance with the new construction general storm water permit
- Disseminating information on storm water quality protection during more than 500 inspections at industrial and commercial facilities

Public Involvement and Participation: This reporting year, the City worked with four private businesses to encourage employee awareness about storm drain issues, including marking storm drain inlets on their premises. At one of these facilities, City staff counseled employees about storm water issues following an on-site spill, and employees practiced spill response procedures as part of a staff picnic event, in addition to marking drains.

Staff updated the City Council and the public on the status of compliance with the City's Storm Water Management Program at an October 2010 City Council meeting.

Illicit Discharge Detection and Elimination: The City continued its 8-year program for systematic inspection and cleaning of the storm water conveyance system. During this reporting year, a total of 130 storm drain inlets were cleaned. The high-velocity vacuum cleaner (HVVC) crews cleaned more than 51,000 feet of storm line, and the closed-circuit television (CCTV) crew completed more than 56,000 feet. City staff monitored agricultural discharge locations, and no illicit connections or illegal discharges to the City's storm drain system were identified. Staff also regularly inspected open channels and documented findings.

City field staff members distributed bilingual brochures on storm water pollution prevention to 480 residences in the vicinity of the discharges and to many businesses to educate employees on illegal discharges. All 14,700 utility customers received a bilingual brochure on preventing sanitary sewer overflows into the storm water system caused by fats, oils, and grease (FOG).

Utilities, environmental compliance, and code compliance staff members continued to meet regularly to review illicit connections and illegal discharges to the storm water conveyance system, including sanitary sewer overflows. The meetings included review of the corrective actions that were taken and evaluation of trends in discharge types. All of the 24 identified illegal discharges were contained and cleaned up within the City's storm drain system or before reaching it. Violation notices were issued along with educational materials in response to six incidents of illegal discharge to the storm drain system, and one fine was issued.

<u>Construction Site Runoff Control</u>: As noted under "Public Education and Outreach," the City organized and hosted a pre-wet season workshop for construction contractors, City engineering and environmental compliance staff, and other local jurisdictions on compliance with the new construction general storm water permit.

Storm water construction site inspectors visited each construction site with an active storm water pollution prevention plan (SWPPP) or erosion and sediment control plan at least once per month, and usually more frequently, to ensure that appropriate BMPs were in place. Two Notices of Correction were issued as a result of dirt/mud tracking.

<u>Post-Construction Runoff Control</u>: Each development application packet distributed by the Community Development Department included a fact sheet explaining that post-construction BMPs are required for certain types of development projects. The City's Storm Water Technical Guidance Manual describes storm water quality control measures and the projects that must implement them. Projects that require post-construction BMPs were reviewed to ensure that the appropriate measures are included to reduce, improve, and treat storm water runoff.

To ensure proper functioning of storm water treatment systems, City staff inspected the 13 commercial sites that have permanent storm water pre-treatment mechanisms (stormceptors, storm vaults, and swales) and verified that they are being appropriately maintained by the property owners.

<u>Municipal Operations</u>: Annual training was provided for the Public Works staff on practices to use to protect storm water quality, and regular tailgate sessions about storm water pollution prevention and spill cleanup were held with the field crews. Housekeeping practices at the Municipal Service Center and recreation facilities continued to be monitored, and no problems were encountered. The City proceeded with its upgrade of the older park irrigation systems to improve watering efficiency and reduce runoff. The Parks Division continued to evaluate and implement practices to reduce green waste street piles, the potential for pesticides and fertilizers to enter storm drains, and irrigation runoff from City properties. Substantial public outreach continued to be provided to inform

the public about the green waste containerization program, which was implemented in January 2008. The utilities staff responded to 24 sanitary sewer overflows, and all were contained and cleaned up within the storm drain system or prior to entering it.

Effectiveness and Appropriateness of BMPs

Public Education and Outreach: The City provides information on storm water pollution prevention at numerous community events and in other forums as part of a continuous and ongoing process of raising public awareness about storm water pollution prevention. Outreach related to the City's green waste containerization program, which began in January 2008, has continued to raise residents' awareness of storm water issues, which is reflected in discussions with landscapers and other community members. Statistics are not maintained on the number of public contacts with the City that relate to storm water concerns; however, it is City staff's impression that there has been an increase in public calls about potential illegal discharge incidents and related concerns, including requests for information on how to properly contain spills, while the number of identified incidents has decreased. Outreach to businesses, including City participation in pre-tomato season orientation for truck drivers, has similarly helped to increase interest in storm water pollution prevention in the commercial sector. There were no major spills or other illicit discharges in the industrial/commercial and residential sectors this reporting year.

Public Involvement and Participation: This year, City staff focused public involvement efforts on local businesses, offering to loan them storm drain identification stencils and spray paint for marking drain inlets on their premises, to help raise employee awareness of the need to protect storm drains from pollutant discharges. These efforts, along with the public education and outreach efforts summarized above, helped to meet the City's public involvement objectives by encouraging consideration and public discussion of storm water issues by citizen groups. In the two-month period following the initiation of this effort, four businesses borrowed the City's stencils to mark their drain inlets. One of them, following City staff education on storm drain issues, also incorporated spill response information and practice into a summer employee event.

Illicit Discharge Detection and Elimination Program: The BMPs in this category have continued to be particularly effective in protecting storm water quality. The City ensures staff understanding of storm water issues and staff empowerment to enforce the City's Storm Water Ordinance, conduct systematic monitoring and maintenance, prevent and respond to illegal discharges, follow up on illegal discharges to prevent their recurrence, and educate the public on reporting and preventing illegal discharges. These measures are appropriate to improve the quality of storm water by reducing the potential for illicit connections and illegal discharges. Only 24 problem discharges were reported or detected, and all were cleaned up within the City's storm water collection system or before entering a storm drain. The low number of violations and the efficiency of discharge cleanup activities during this reporting year are evidence of the effectiveness of the BMPs in this category.

Construction Site Runoff Control: The BMPs for control of construction site runoff ensure that each construction site over 1 acre is covered by the Construction Activity General Permit, that each site has a SWPPP and implements BMPs from the SWPPP, that City staff or City-contracted staff inspect each site, and that staff and developers involved in construction site monitoring within Woodland are provided with appropriate information on storm water pollution prevention. These BMPs are appropriate for reducing the potential for the runoff of storm water from construction sites. Except for two Notices of Correction for dirt/mud tracking, no enforcement efforts were needed at construction sites during this reporting year.

Post-Construction Runoff Control: The post-construction BMPS are effective and appropriate for educating developers about the necessity for long-term storm water BMPs, ensuring that the measures are incorporated into the project during the design stages, and requiring staff to inspect the project sites annually to ensure that the measures are still functioning as intended. No issues have arisen indicating that any post-construction BMPs have not been effective or properly maintained.

Municipal Operations Runoff Control: The positive results of inspections conducted in various City facilities are evidence that staff education and cleanup procedures have been effective in reducing the likelihood for storm water pollution. Response to spills and sanitary sewer overflows has continued to be quick and efficient, ensuring that discharges are contained and cleaned up within the City's system or before reaching drain inlets. The public's increasing use of the green waste containers since their introduction shows the effectiveness of the program implementation efforts in the wider community.

Fiscal Impact

Implementation of the Year-8 BMPs was conducted within existing budget funds when possible and, at times, having to go into negative reserves in order to implement some required BMPs. This required BMP implementation and other storm drain work has had an impact on the City's General Fund. Existing funds being collected for the Storm Enterprise Fund do not cover the costs of the operations and maintenance needs for the storm water conveyance system, construction inspections, and program administration/outreach.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council receive this report.

Prepared by: Roberta Childers
Environmental Resource Analyst

Reviewed by: Gregor G. Meyer
Public Works Director

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Kevin O'Rourke
Interim City Manager

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 1, 2011

SUBJECT: Holiday Season Schedule for Council Meetings

Report in Brief

Each holiday season the City Council considers the Council meeting calendar and personal schedules to determine whether meetings should be cancelled or changed during that time. As most City staff will be on furlough the week of December 26 – 30, 2011, the Council Agenda packet would not be generated within the normal timeframe for the Regular session scheduled for January 3, 2012. In addition, the furlough schedule will impact the special session scheduled for December 27, 2011 which are held as matters for Council consideration are identified. Attached for the Councils use and referral is the Council Regular and Study Session Calendars for 2012.

Staff recommends that the City Council cancel the Study session of December 27, 2011 and the Regular meeting of January 3, 2012

Background

As the Council is aware, the FY 2012 budget included salary reductions negotiated with the City's bargaining units. Most of these reductions were implemented through the scheduling of furloughs for the employees of certain bargaining units. In order to minimize the service impacts to the public and provide employees with the equivalent of twelve furlough days, most departments will be dark December 26 - 30 (Holiday week). These dates have been included in the Memoranda of Understanding with all bargaining units with the exception of the WCEA as the City of Woodland is still in negotiations with that unit. City offices are closed on Monday, December 26th in observance of the Christmas Holiday.

Discussion

The furlough schedule will have an impact on the scheduling of the Council study session and regular meeting scheduled in December and January. The study session scheduled on December 27 directly conflicts with the furlough schedule. All City government will be back in operation on January 3, 2011(City offices are closed on Monday, January 2nd in observance of the New Year's Day Holiday). The preparation for the January 3rd Council meeting would be impossible since staff responsible for the work and preparation will be on furlough during the week when the agenda is assembled and distributed. Therefore, it is recommended that the first regular meeting of January 3, 2012 be cancelled.

Furloughs will not impact the regular meetings of December 6 and 20, 2011 and January 17, 2012.

Fiscal Impact

Implementation of furloughs will continue to reduce expenses to the City's operations budget including the General Fund. The closure or minimal operation of several City facilities, including City Hall and the Community & Senior Center will save additional resources necessary for the City to address its fiscal challenges.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council cancel the Study session of December 27, 2011 and the Regular meeting of January 3, 2012 as described herein.

Prepared by: Ana Gonzalez
City Clerk

Kevin O'Rourke
Interim City Manager

Attachment

CITY OF WOODLAND
CITY COUNCIL REGULAR MEETING SCHEDULE
2012

DATE	DATE
January 3, 2012	January 17, 2012
February 7, 2012	February 21, 2012
March 6, 2012	March 20, 2012
April 3, 2012	April 17, 2012
May 1, 2012	May 15, 2012
June 5, 2012	June 19, 2012
July 3, 2012	July 17, 2012*
August 7, 2012*	August 21, 2012*
September 4, 2012	September 18, 2012
October 2, 2012	October 16, 2012
November 6, 2012	November 20, 2012
December 4, 2012	December 18, 2012

As per City Code Section 2-1-1, Regular City Council Meetings are held on the first and third Tuesday of each month at <u>6:00 p.m.</u> in the Woodland City Council Chambers at 300 First Street, Woodland. Special Closed Session meetings are held as needed and are at either 5:00 p.m. or 5:30 p.m. Council Agendas are posted in the glass case in front of City Hall at 300 First Street, Woodland, California at least 72 hours prior to Regular Meetings. Special Meeting Agendas are posted at least 24 hours prior to the meeting. City Council may take action to change meeting dates and times or add Special Meetings or Study Sessions as desired.

* Per Council action taken on May 3, 2011 Council will not meet mid-July through Mid-August and will consider action to cancel these meetings.

CITY OF WOODLAND
CITY COUNCIL STUDY SESSION MEETING SCHEDULE
2012

DATE	DATE
January 24, 2012	February 28, 2012
March 27, 2012	April 24, 2012
May 22, 2012	June 26, 2012
July 24, 2012*	August 28, 2012
September 25, 2012	October 23, 2012
November 27, 2012	December 25, 2012**

* Per Council action taken on May 3, 2011 Council will not meet mid-July through Mid-August and will consider action to cancel these meetings.

** It is likely this meeting will be cancelled or rescheduled.

Special/Study Session meetings are only held on an as needed basis to discuss one or two issues in depth. If a Special/Study Session is so scheduled, it is likely other items that need attention would be included for Council consideration and/or action at that time.

<u>All</u> such meetings, regular or special, are minimally noticed via Brown Act regulations. The City exceeds these minimum requirements as well by providing the Agenda on the City's website and via e-mail or any other requested medium for which the City has the capability to so provide.

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 1, 2011

SUBJECT: Appointment of Board and Commission Vacancy

Report in Brief

Mayor Pimentel and Vice Mayor Davies conducted interviews to fill a vacancy on the Parks & Recreation Commission. The subcommittee is recommending the appointment of Mr. Joe Romero to the Parks & Recreation Commission.

Prepared by: Ana Gonzalez
City Clerk

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Kevin O'Rourke
Interim City Manager

Attachment: Application (Council Only)