

**WOODLAND COMMUNITY AND SENIOR CENTER
2001 EAST STREET
WOODLAND, CALIFORNIA**

**WOODLAND CITY COUNCIL
SPECIAL MEETING / REORGANIZATION MEETING
TUESDAY, JULY 10, 2012**

6:00 PM

AGENDA

POSTING OF COLORS BY WOODLAND PUBLIC SAFETY

PLEDGE OF ALLEGIANCE

INVOCATION BY WOODLAND POLICE CHAPLAIN

A. ROLL CALL

B. PUBLIC COMMENT

C. PRESENTATIONS

1. Proclaim August 5, 2012 as Jill Camarena Day

D. PUBLIC HEARING

2. Hold Public Hearing on Waste Management Liens and Adopt Resolution to Lien Properties

3. Hold Public Hearing; Adopt Resolutions Approving the Fiscal Year 2012/13 Annual Engineer's Report and Ordering Levy and Collection of the Annual Assessment within the Gateway Landscaping and Lighting District

4. Hold Public Hearing; Adopt Resolutions Approving the Fiscal Year 2012/13 Annual Engineer's Report and Ordering Levy and Collection of the Annual Assessment within the Spring Lighting and Landscaping District

5. Hold Public Hearing; Adopt Resolution Approving the Fiscal Year 2012/13 Annual Levy Report and Order the Levy and Collection of the Assessment within the Gibson Ranch Lighting and Landscaping District

6. Adopt Resolutions Requesting Collection of Charges on Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and the Community Facility Districts

E. CONSENT CALENDAR

7. Receive Certified Election Results
8. Certificate of Appreciation for Mayor Pimentel
9. Certificate of Appreciation for Council Member Dote

F. ADMINISTER OATH OF OFFICE

Newly Elected Council Members

- Jim Hilliard
- Sean Denny
- Tom Stallard

G. ORGANIZATIONAL MATTERS

10. Designation of Presiding Officers to be followed by Swearing-in
 - Mayor
 - Vice Mayor
11. Swearing-in of Mayor
 - Marlin H. Davies
12. Accept Appointments to the various Boards, Commissions and Committees for the period 2012 through 2014
13. Adopt Council Meeting Schedule

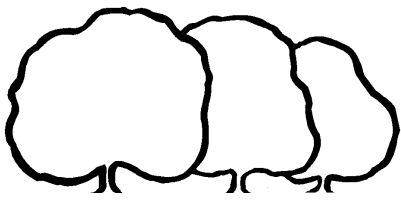
H. MAYORAL ADDRESS

I. ADJOURN TO 6:00 PM TUESDAY, AUGUST 20, 2012

Refreshments served following the meeting

I declare under penalty of perjury that the foregoing agenda for the July 10, 2012 adjourned meeting of the City Council of the City of Woodland was posted July 6, 2012, in the outside display case at City Hall, 300 First Street, Woodland, CA, and at the Woodland Community and Senior Center, 2001 East Street, Woodland, CA and was available to the public during normal business hours.

Ana B. Gonzalez, City Clerk



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 10, 2012

SUBJECT: Proclaim August 5, 2012 as Jill Camarena Day

Report in Brief

The Council has indicated their wish to recognize the accomplishments of former Woodlander, Jill Camarena as she continues to excel in her career in shot put.

Jill grew up in Woodland, graduated from Woodland High School and attended Stanford University and Brigham Young University. Her early interest and proficiency in the sport of shot put was evident while at Woodland High School where she won the 2000 California state discus title and the 1999 state shot put crown. She continues to excel in her sport and should be recognized for that dedication.

It is recommended that Council adopt a Proclamation recognizing August 5, 2012 as Jill Camarena Day.

Prepared by: Ana B. Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment

City of Woodland

PROCLAIM AUGUST 5, 2012

AS

JILLIAN MARY “JILL” CAMARENA-WILLIAMS DAY

WHEREAS, Jillian Mary "Jill" Camarena-Williams was born and raised in Woodland and is an American Track and Field athlete who competes in the Shot Put; and

WHEREAS, Jill attended Woodland High School, did her undergraduate work at Stanford University; and her graduate studies at Brigham Young University; and

WHEREAS, Jill currently resides in Tuscon, Arizona with her husband Dustin Williams who will also be in London as a member of Team USA's medical staff; and

WHEREAS, Jill also participated in the 2008 Beijing Olympics and represented the United States both indoor and outdoors at World Championship level and placed 12th; and

WHEREAS, Jill also won USA Championships, International Championships and Collegiate Championships and Honors; and

WHEREAS, Jill Camarena will be heading to London for her second Olympic Games.

NOW, THEREFORE BE IT RESOLVED, that the City Council does hereby proclaim August 5, 2012 as Jillian Mary “Jill” Camarena-Williams Day and recognizes Jill as a distinguished citizen of the City of Woodland who will represent the City and the United States at the 2012 Olympics.

DATED: July 10, 2012

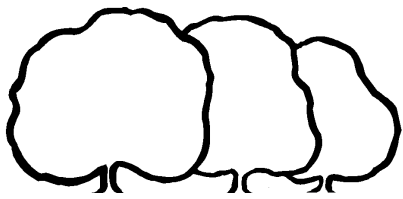
Artemio Pimentel Mayor

Marlin H. “Skip” Davies, Vice-Mayor

Martie L. Dote, Council Member

William L. Marble, Council Member

Tom Stallard, Council Member



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 10, 2012

SUBJECT: Waste Management Liens

Report in Brief

This annual Public Hearing is held to allow those property owners with delinquent Waste Management accounts for services received, including garbage, recycling and yard refuse pick-up and disposal, and for sweeping of the street, to address the Council prior to the attachment of a lien against their property. The Hearing is required prior to adoption of the Resolution to request the lien attachment. The list is attached to Council packets only for review and will not be placed on the website for general public review.

Staff recommends that the City Council conduct the Public Hearing to receive input from property owners and adopt Resolution No. _____, "A Resolution Requesting Collection of Charges on Tax Roll".

Background

In 1989 the City negotiated a new Franchise Agreement for garbage/yard refuse service with Waste Management of Woodland. One of the changes from the prior Agreement was that Waste Management would assume the billing responsibilities for refuse services to Woodland customers. At that time, Waste Management requested and permission was granted to request the City Council file property liens to recover delinquent accounts. The Agreement was amended to add collection of recyclable materials which are a part of the billing and delinquencies. Before filing a lien with the County, a Public Hearing needs to be held to allow protests of the proposed liens.

The current City Municipal Code Section 23C-4 provides the parameters for garbage and yard refuse disposal and services, while Section 23C-12 discusses the recycling portion of the service as provided by the Waste Management Franchise Agreement.

In 2007 the Waste Management Franchise Agreement was re-negotiated and amended and is substantially in the same format. Council approved that new Agreement with the amendments as presented.

This current request is in keeping with the annual process that has been developed in conjunction with Waste Management to assure adequate notification of the property owners to provide an opportunity for them to bring their accounts current and avoid a lien attachment.

Staff has worked with Waste Management to determine the accuracy of the proposed lien list. Those inaccuracies will be corrected and/or removed from the list prior to attachment of the liens. The City should not be actively involved in discussions regarding the billing itself and refers those questions to the Waste Management staff for resolution. While it is not City responsibility to become involved in the dispute of the billing, staff does attempt to mediate by providing contact information at Waste Management for resolution attempts. The primary role of the City is to obtain approval to attach the lien and to release the lien once verification of payment has been received.

Discussion

The utilization of Waste Management for the issuance of service bills has saved the City a tremendous amount of time and funds to issue and collect such bills.

As this method of collecting past due accounts has saved the City time and money, staff believes that the process should continue. Should Council determine another course of action, the cost factor would need to be considered. It is anticipated that another full time staff member would be required to adequately handle the billing and collection of delinquent accounts. As well, the collection would be subject to the Small Claims Court process which would have further costs associated with that process.

Fiscal Impact

There is little to no fiscal impact to the City to maintain the current process, other than staff time for processing and releasing the liens. The fees for the recordings are attached to the total amount of the lien and the property owner assumes that cost.

Public Contact

Waste Management provides reminder bills for overdue accounts. As the billing cycle is every two months, if not paid by the end of the cycle, the property owner is two months in arrears. As well, Waste Management sends a letter to the property owners indicating to them their property will have a lien placed if the service fee is not paid by a designated date. The Public Hearing notice is also published in the newspaper in a timely manner, and the agenda is also posted.

Recommendation for Action

Staff recommends that the City Council Conduct the Public Hearing to receive input from property owners and adopt Resolution No. _____, “A Resolution Requesting Collection of Charges on Tax Roll”.

Prepared by: Ana B. Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment: Resolution
Lien List (Council only)

Recording requested by

City of Woodland

and when recorded send to:

City Clerk
City of Woodland
300 First Street
Woodland, CA 95695

RESOLUTION NO. _____

A Resolution Requesting Collection of Charges on Tax Roll

Whereas, the City of Woodland (hereinafter City), requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to an Agreement with Waste Management; and

Whereas, the County has required as a condition of the collection of said charges that the City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof;

Now, therefore be it hereby resolved by the City Council of the City of Woodland that:

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City of Woodland warrants and represents that the taxes, assessments, fees and/or charges imposed by the City of Woodland and being requested to be collected by Yolo County comply with all requirements of State law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City of Woodland releases and discharges the County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by the County of any taxes, assessments, fees and/or charges on behalf of the City.
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of the City's said taxes, assessments, fees, and/or charges requested to be collected by the County for the City, or in any manner arising out of the City's establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a

court of law against any of the Indemnified Parties as a result of the collection of one of the City's taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any monies collected by County on behalf of the City, including property taxes.

5. The City agrees that it's officers, agents and employees will cooperate with the County in answering questions referred to City by the County from any person concerning the City's taxes, assessments, fees and/or charges and that the City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup it's costs in placing on the tax rolls and collecting taxes, assessments, fees and/or charges, as provided by Government Code Sections 29304 and 51800.

Passed and adopted this 10th day of July, 2012 by the City Council of the City of Woodland by the following vote:

PASSED AND ADOPTED by the City Council this 10th day of July, 2012, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

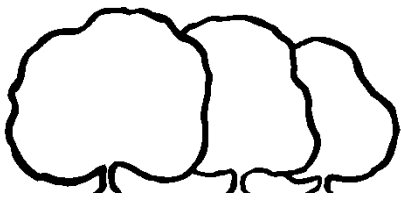
Artemio Pimentel, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Andrew J. Morris, City Attorney



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 10, 2012

SUBJECT: Public Hearing: Gateway Landscaping & Lighting District

Report in Brief

The Gateway Landscaping and Lighting District (“L&L” or “District”) was formed to provide a funding source for maintenance and servicing of costs of certain improvements located within or adjacent to the District. State regulations require City Council action on an annual basis to allow assessment of the District.

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. _____ approving the fiscal year 2012/13 annual Engineer’s Report and Resolution No. _____ ordering the levy and collection of the annual assessment within the Gateway Landscaping and Lighting District at the amounts described in the report.

Background

The Landscaping and Lighting Act of 1972 (“the Act”) authorizes cities to impose assessments on benefitted properties to finance construction of street landscaping, street lighting, traffic signals, parks, street trees, sidewalk repair, recreational improvements; as well as maintenance and servicing of any of these improvements. In accordance with Act, the City formed the Gateway L&L District.

The Gateway L&L is located in the southeast portion of the City, generally bounded to the north by Interstate 5, to the east by County Road 102, to the south by Bronze Star Drive and generally to the west by the City boundaries.

On June 19, 2012, Council approved resolutions to preliminarily approve the Engineer’s Report and to initiate proceedings for the annual levy, which included setting the public hearing date for July 3, 2012. The Engineer’s Report was attached to the June 19 staff report and is available for review in the Finance Department.

Discussion

Each year, the City prepares an Annual Report for each District, along with the District estimates for an operating budget, to calculate the assessment annually levied for each parcel. This budget determines what maintenance operations are performed for the fiscal year and directs the County Assessor what to levy each parcel. The complete reports are available for review in the Finance Department.

State regulations require a two part process to complete the annual levy. The first part of the process requires Council to take action to initiate proceedings for the levy, preliminarily approve the Engineer's Reports and call for a public hearing; this occurred at the June 19, 2012 Council meeting. Tonight's public hearing is required to complete the levy process.

Following the public hearing, Council may direct changes to the Engineer's Report or to the levy, but may not increase the levy beyond the maximum approved amount.

Fiscal Impact

If approved, the District would generate \$69,991 in revenues to offset the costs of District maintenance, which is less than the FY 2011/12 assessment. This reduction is primarily to align the assessment budget to historical actual usage. The actual levy for FY2012/13 is about 40% of the maximum allowable assessment; this is due primarily to the fact that the landscaping in the I5/102 interchange has not been installed and is therefore maintenance of this landscaping is not included in the calculation of the actual assessment.

The following table shows a comparison of the maximum assessment, the FY 2011/2012 actual assessment and the proposed FY 2012/2013 assessment:

Zoning	Maximum Levy	Fiscal Year 2012/2013 Levy	Fiscal Year 2011/2012 Levy
Per Acre	\$3,418.89	\$1,358.53	\$1,703.83

Public Contact

Posting of the City Council agenda and required noticing in the Daily Democrat.

Alternative Courses of Action

1. Conduct a public hearing and adopt Resolution No. _____ approving the fiscal year 2012/13 annual Engineer's Report and Resolution No. _____ ordering the levy and collection of the

annual assessment within the Gateway Landscaping and Lighting District at the amounts described in the report.

2. Conduct a public hearing and adopt Resolution No. _____ approving the fiscal year 2012/13 annual Engineer's Report and Resolution No. _____ ordering the levy and collection of the annual assessment within the Gateway Landscaping and Lighting District at amounts different from the proposed levy in the Engineer's Report, not to exceed the maximum allowable assessment.

Recommendation for Action

Staff recommends that the City Council approve Alternative 1.

Prepared by: Kim McKinney
Finance Officer

Paul Navazio
City Manager

Attachment

RESOLUTION NO: _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE FISCAL YEAR 2012/2013 ENGINEER'S REPORT REGARDING THE GATEWAY LANDSCAPING AND LIGHTING DISTRICT

WHEREAS, the City Council, pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the "Act"), did by previous Resolution order the Assessment Engineer, Koppel & Gruber Public Finance, to prepare and file the 2012/2013 Engineer's Report for the "**Gateway Landscaping and Lighting District**" (the "District"); and,

WHEREAS, the Assessment Engineer has prepared and filed with the City Clerk of the City of Woodland, California and the City Clerk has presented to the City Council such report entitled "**City of Woodland Gateway Landscaping and Lighting District Fiscal Year 2012/2013 Engineer's Report**" (the "Report") as required by the Act; and,

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, considered all oral and written comments presented with respect to the District and Report at a noticed Public Hearing and has discussed any necessary or desired modifications to the Report, and is satisfied that the levy for each parcel has been calculated in accordance with the special benefits received from the operation, maintenance and services performed, as set forth in the Report.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF WOODLAND, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:

Section 1 The preceding recitals are true and correct.

Section 2 The Report as presented or as modified, contains the following:

- a.** A Description of Improvements.
- b.** A Diagram of the District.
- c.** The Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
- d.** The 2012/2013 Assessment based upon Method of Apportionment as approved by the property owners pursuant to the provision of the California Constitution Article XIID Section 4.
- e.** An "Assessment Range Formula" for calculating annual inflationary adjustments to the initial "Maximum Assessment" (Adjusted Maximum Levy per benefit unit), also approved by the property owners.

RESOLUTION NO: _____

- f. The 2012/2013 Annual Budget (Costs and Expenses) and the resulting 2012/2013 assessment (Levy per benefit unit) for Fiscal Year 2012/2013.
- g. The Assessment Roll containing the Levy for each Assessor Parcel Number within the District for Fiscal Year 2012/2013.

Section 3 The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are to be incorporated into the Report.

Section 4 The City Council is satisfied with the Report as presented or modified, each and all of the budget items and documents as set forth therein, and is satisfied that the Fiscal Year 2012/2013 annual assessments contained therein are consistent with the assessments approved by the property owners and spread in accordance with the special benefits received from the improvements pursuant to the provisions of the California Constitution Article XIID.

Section 5 The Report is hereby approved as submitted or modified and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Section 6 The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation and approval of the Report as submitted or modified.

RESOLUTION NO: _____

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

ss.

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES: Council members: _____

NOES: Council members: _____

ABSENT: Council members: _____

ABSTAIN: Council members: _____

Mayor, Artemio Pimentel

Attest:

_____,
City Clerk, Ana B. Gonzalez

RESOLUTION NO: _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS REGARDING THE GATEWAY LANDSCAPING AND LIGHTING DISTRICT FOR FISCAL YEAR 2012/2013

WHEREAS, the City Council, has by previous Resolutions initiated proceedings to form, and declared its intention to levy and collect annual assessments against parcels of land within the **“Gateway Landscaping and Lighting District”** (the “District”) for the fiscal year commencing July 1, 2012 and ending June, 30 2013 pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the “Act”) to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto; and,

WHEREAS, Koppel & Gruber Public Finance, the Assessment Engineer selected by the City Council has prepared and filed with the City Clerk and the City Clerk has presented to the City Council the Engineer’s Report entitled **“City of Woodland Gateway Landscaping and Lighting District Fiscal Year 2012/2013 Engineer’s Report”** (the “Report”), in connection with the proposed levy and collection of special benefit assessments upon eligible parcels of land within the District, and the City Council did by previous Resolution approve such Report; and,

WHEREAS, the City Council desires to levy and collect assessments against parcels of land within the District for the Fiscal Year commencing July 1, 2012 and ending June 30, 2013, to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto; and,

WHEREAS, the City Council following notice duly given, has held a full and fair Public Hearing on July 3, 2012, regarding the levy and collection of assessments as described in the Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters, pursuant to the Act and in accordance with the provisions of the California Constitution Article XIID.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF WOODLAND, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:

Section 1 The preceding recitals are true and correct.

Section 2 Following notice duly given, the City Council has held a full and fair public hearing regarding the levy and collection of the assessments, the Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.

RESOLUTION NO: _____

Section 3 The City Council desires to levy and collect assessments against parcels of land within the District for the fiscal year commencing July 1, 2012 and ending June 30, 2013, to pay the costs and expenses of operating, maintaining and servicing the landscaping, lighting, storm drainage and appurtenant facilities located within public places in the District.

Section 4 The City Council has carefully reviewed and examined the Report in connection with the District, and the levy and collection of assessments. Based upon its review the Report, a copy of which has been presented to the City Council and which has been filed with the City Clerk, hereby finds that the City Council determines that:

- a. The territory of land within District will receive special benefits from the operation, maintenance and servicing of the landscaping, lighting, drainage and appurtenant facilities and improvements related thereto.
- b. The District includes all of the lands so benefited; and
- c. The amount to be assessed upon the lands within the District, in accordance with the proposed budget for the fiscal year commencing July 1, 2012 and ending June 30, 2013 is apportioned by a formula and method which fairly distributes the net amount among all eligible parcels in proportion to the special benefits, to be received by each parcel from the improvements and services, and is satisfied that the assessments are levied, without regard to property valuation.

Section 5 The Report and Fiscal Year 2012/2013 assessments, as presented to the City Council and on file in the office of the City Clerk, are hereby confirmed as filed.

Section 6 The City Council hereby orders the proposed improvements to be made; the improvements are briefly described as the operation, administration, maintenance and servicing of all public landscaping and lighting improvements, storm drainage and appurtenant facilities and expenses associated with the District, and that will be maintained by the City of Woodland or their designee and all such maintenance, operation and servicing of the landscaping and lighting, drainage and all appurtenant facilities shall be performed pursuant to the Act. A more complete description of the improvements is detailed in the Report and by reference this document is made part of this resolution.

Section 7 The Yolo County Auditor shall place on the County Tax Roll, opposite each parcel of land, the amount of levy so apportioned by the method of apportionment formula, outlined in the Engineer's Report, and such levies shall be collected at the same time and in the same manner as county taxes are collected pursuant to *Chapter 4, Article 2, Section 22646 of the Act*. After collection by the County, the net amount of the assessments, after deduction of any compensation due the county for collection, shall be paid to the City Treasurer.

RESOLUTION NO: _____

Section 8 The Finance Officer, shall deposit all money from the assessments collected by the County for the District into a fund for the Gateway Landscaping and Lighting District, and such money shall be expended to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto described above.

Section 9 The adoption of this Resolution constitutes the Authorization of the District levy for the Fiscal Year commencing July 1, 2012 and ending June 30, 2013.

Section 10 The City Clerk's designee, Koppel & Gruber Public Finance, is hereby authorized and directed to file the levy with the Yolo County Auditor subsequent to the adoption of this Resolution.

RESOLUTION NO: _____

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

SS.

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES: Council members: _____

NOES: Council members:

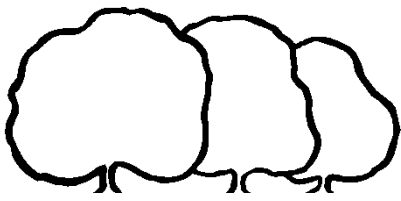
ABSENT: Council members: _____

ABSTAIN: Council members:

Mayor, Artemio Pimentel

Attest:

City Clerk, Ana B. Gonzalez



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 10, 2012

SUBJECT: Public Hearing: Spring Lake Lighting & Landscaping District

Report in Brief

The Spring Lake Landscaping and Lighting District (“L&L” or “District”) was formed to provide a funding source for maintenance and servicing of costs of certain improvements located within or adjacent to the District. State regulations require City Council action on an annual basis to allow assessment of the District.

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. _____ approving the fiscal year 2012/13 annual Engineer’s Report and Resolution No. _____ ordering the levy and collection of the annual assessment within the Spring Lake Landscaping and Lighting District at the amounts described in the report.

Background

The Landscaping and Lighting Act of 1972 (“the Act”) authorizes cities to impose assessments on benefitted properties to finance construction of street landscaping, street lighting, traffic signals, parks, street trees, sidewalk repair, recreational improvements; as well as maintenance and servicing of any of these improvements. In accordance with Act, the City formed the Spring Lake L&L District.

The Spring Lake L&L consists of all property located in the Spring Lake Specific Plan area, which is located in the southeast portion of the City, generally bounded to the north by Gibson Road, to the east by County Road 102, to the south by County Road 25A and generally to the west by County Road 101. There is a portion of the District immediately north of the extension of County Road 24A that extends west of State Highway 113.

On June 19, 2012, Council approved resolutions to preliminarily approve the Engineer’s Report and to initiate proceedings for the annual levy, which included setting the public hearing date for July 3, 2012. The Engineer’s Report was attached to the June 19 staff report and is available for review in the Finance Department.

Discussion

Each year, the City prepares an Annual Report for each District, along with the District estimates for an operating budget, to calculate the assessment annually levied for each parcel. This budget determines what maintenance operations are performed for the fiscal year and directs the County Assessor what to levy each parcel. The complete reports are available for review in the Finance Department.

State regulations require a two part process to complete the annual levy. The first part of the process requires Council to take action to initiate proceedings for the levy, preliminarily approve the Engineer's Reports and call for a public hearing; this occurred at the June 19, 2012 Council meeting. Tonight's public hearing is required to complete the levy process.

Following the public hearing, Council may direct changes to the Engineer's Report or to the levy, but may not increase the levy beyond the maximum approved amount.

Fiscal Impact

If approved, the District would generate \$663,505 in revenues to offset the costs of District maintenance. This represents an increase of \$110,805 or 15% from the FY2012 assessment. The revenue increase stems from an increase in assessment rates of 1.3% and addition of new parcels through development of the Standard Pacific Homes site within the District boundaries.

The following table shows a comparison, by zoning type, of the maximum assessment, the FY11/12 actual assessment and the proposed FY12/13 assessment:

Zoning	Maximum Levy	Fiscal Year 2012/2013 Levy	Fiscal Year 2011/2012 Levy
Single Family Developed Residential R3	\$1,257.95	\$478.74	\$472.62
Single Family Developed Residential R4	\$1,081.89	\$406.61	\$401.62
Single Family Developed Residential R5	\$976.25	\$363.34	\$359.02
Single Family Developed Residential R8	\$817.80	\$298.42	\$295.12
Single Family Developed Residential R15	\$534.84	\$200.08	\$197.06
Single Family Developed Residential R20	\$499.63	n/a	n/a
Single Family Developed Residential R25	\$478.50	\$177.00	\$174.34
Neighborhood Commercial Per Acre	\$12,986.75	\$2,215.04	\$1,578.30

Public Contact

Posting of the City Council agenda and required noticing in the Daily Democrat.

Alternative Courses of Action

1. Conduct a public hearing and adopt Resolution No. ____ approving the fiscal year 2012/13 annual Engineer's Report and Resolution No. ____ ordering the levy and collection of the annual assessment within the Gateway Landscaping and Lighting District at the amounts described in the report.

2. Conduct a public hearing and adopt Resolution No. _____ approving the fiscal year 2012/13 annual Engineer's Report and Resolution No. _____ ordering the levy and collection of the annual assessment within the Gateway Landscaping and Lighting District at amounts different from the proposed levy in the Engineer's Report, not to exceed the maximum allowable assessment.

Recommendation for Action

Staff recommends that the City Council approve Alternative 1.

Prepared by: Kim McKinney
Finance Officer

Paul Navazio
City Manager

Attachments

RESOLUTION NO: _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE FISCAL YEAR 2012/2013 ENGINEER'S REPORT REGARDING THE SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT

WHEREAS, the City Council, pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the "Act"), did by previous Resolution order the Assessment Engineer, Koppel & Gruber Public Finance, to prepare and file the 2012/2013 Engineer's Report for the "**Spring Lake Landscaping and Lighting District**" (the "District"); and,

WHEREAS, the Assessment Engineer has prepared and filed with the City Clerk of the City of Woodland, California and the City Clerk has presented to the City Council such report entitled "**City of Woodland Spring Lake Landscaping and Lighting District Fiscal Year 2012/2013 Engineer's Report**" (the "Report") as required by the Act; and,

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, considered all oral and written comments presented with respect to the District and Report at a noticed Public Hearing and has discussed any necessary or desired modifications to the Report, and is satisfied that the levy for each parcel has been calculated in accordance with the special benefits received from the operation, maintenance and services performed, as set forth in the Report.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF WOODLAND, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:

Section 1 The preceding recitals are true and correct.

Section 2 The Report as presented or as modified, contains the following:

- a. A Description of Improvements.
- b. A Diagram of the District.
- c. The Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
- d. The 2012/2013 Assessment based upon Method of Apportionment as approved by the property owners pursuant to the provision of the California Constitution Article XIID Section 4.
- e. An "Assessment Range Formula" for calculating annual inflationary adjustments to the initial "Maximum Assessment" (Adjusted Maximum Levy per benefit unit), also approved by the property owners.

RESOLUTION NO: _____

- f. The 2012/2013 Annual Budget (Costs and Expenses) and the resulting 2012/2013 assessment (Levy per benefit unit) for Fiscal Year 2012/2013.
- g. The Assessment Roll containing the Levy for each Assessor Parcel Number within the District for Fiscal Year 2012/2013.

Section 3

The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are to be incorporated into the Report.

Section 4

The City Council is satisfied with the Report as presented or modified, each and all of the budget items and documents as set forth therein, and is satisfied that the Fiscal Year 2012/2013 annual assessments contained therein are consistent with the assessments approved by the property owners and spread in accordance with the special benefits received from the improvements pursuant to the provisions of the California Constitution Article XIID.

Section 5

The Report is hereby approved as submitted or modified and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Section 6

The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation and approval of the Report as submitted or modified.

RESOLUTION NO: _____

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

ss.

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES: Council members: _____

NOES: Council members: _____

ABSENT: Council members: _____

ABSTAIN: Council members: _____

Mayor, Artemio Pimentel

Attest:

_____,
City Clerk, Ana B. Gonzalez

RESOLUTION NO: _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS REGARDING THE SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT FOR FISCAL YEAR 2012/2013

WHEREAS, the City Council, has by previous Resolutions initiated proceedings to form, and declared its intention to levy and collect annual assessments against parcels of land within the **“Spring Lake Landscaping and Lighting District”** (the “District”) for the fiscal year commencing July 1, 2012 and ending June, 30 2013 pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (the “Act”) to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto; and,

WHEREAS, Koppel & Gruber Public Finance, the Assessment Engineer selected by the City Council has prepared and filed with the City Clerk and the City Clerk has presented to the City Council the Engineer’s Report entitled **“City of Woodland Spring Lake Landscaping and Lighting District Fiscal Year 2012/2013 Engineer’s Report”** (the “Report”), in connection with the proposed levy and collection of special benefit assessments upon eligible parcels of land within the District, and the City Council did by previous Resolution approve such Report; and,

WHEREAS, the City Council desires to levy and collect assessments against parcels of land within the District for the Fiscal Year commencing July 1, 2012 and ending June 30, 2013, to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto; and,

WHEREAS, the City Council following notice duly given, has held a full and fair Public Hearing on July 3, 2012, regarding the levy and collection of assessments as described in the Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters, pursuant to the Act and in accordance with the provisions of the California Constitution Article XIID.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF WOODLAND, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:

Section 1 The preceding recitals are true and correct.

Section 2 Following notice duly given, the City Council has held a full and fair public hearing regarding the levy and collection of the assessments, the Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.

RESOLUTION NO: _____

Section 3 The City Council desires to levy and collect assessments against parcels of land within the District for the fiscal year commencing July 1, 2012 and ending June 30, 2013, to pay the costs and expenses of operating, maintaining and servicing the landscaping, lighting, drainage and appurtenant facilities located within public places in the District.

Section 4 The City Council has carefully reviewed and examined the Report in connection with the District, and the levy and collection of assessments. Based upon its review the Report, a copy of which has been presented to the City Council and which has been filed with the City Clerk, hereby finds that the City Council determines that:

- a. The territory of land within District will receive special benefits from the operation, maintenance and servicing of the landscaping, lighting, drainage and appurtenant facilities and improvements related thereto.
- b. The District includes all of the lands so benefited; and
- c. The amount to be assessed upon the lands within the District, in accordance with the proposed budget for the fiscal year commencing July 1, 2012 and ending June 30, 2013 is apportioned by a formula and method which fairly distributes the net amount among all eligible parcels in proportion to the special benefits, to be received by each parcel from the improvements and services, and is satisfied that the assessments are levied, without regard to property valuation.

Section 5 The Report and Fiscal Year 2012/2013 assessments, as presented to the City Council and on file in the office of the City Clerk, are hereby confirmed as filed.

Section 6 The City Council hereby orders the proposed improvements to be made; the improvements are briefly described as the operation, administration, maintenance and servicing of all public landscaping and lighting improvements, drainage and appurtenant facilities and expenses associated with the District, and that will be maintained by the City of Woodland or their designee and all such maintenance, operation and servicing of the landscaping and lighting, drainage and all appurtenant facilities shall be performed pursuant to the Act. A more complete description of the improvements is detailed in the Report and by reference this document is made part of this resolution.

Section 7 The Yolo County Auditor shall place on the County Tax Roll, opposite each parcel of land, the amount of levy so apportioned by the method of apportionment formula, outlined in the Engineer's Report, and such levies shall be collected at the same time and in the same manner as county taxes are collected pursuant to *Chapter 4, Article 2, Section 22646 of the Act*. After collection by the County, the net amount of the assessments, after deduction of any compensation due the county for collection, shall be paid to the City Treasurer.

RESOLUTION NO: _____

Section 8 The Finance Officer, shall deposit all money from the assessments collected by the County for the District into a fund for the Spring Lake Landscaping and Lighting District, and such money shall be expended to pay the costs and expenses of operating, maintaining and servicing the improvements and appurtenant facilities related thereto described above.

Section 9 The adoption of this Resolution constitutes the Authorization of the District levy for the Fiscal Year commencing July 1, 2012 and ending June 30, 2013.

Section 10 The City Clerk's designee, Koppel & Gruber Public Finance, is hereby authorized and directed to file the levy with the Yolo County Auditor subsequent to the adoption of this Resolution.

RESOLUTION NO: _____

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES: Council members: _____

NOES: Council members:

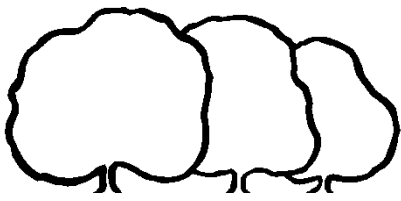
ABSENT: Council members: _____

ABSTAIN: Council members:

Mayor, Artemio Pimentel

Attest:

City Clerk, Ana B. Gonzalez



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE July 10, 2012

SUBJECT: Public Hearing: Gibson Ranch Lighting &
Landscaping District

Report in Brief

The Gibson Ranch Lighting and Landscaping District ("L&L" or "District") was formed to provide a funding source for maintenance and servicing of costs of certain improvements located within or adjacent to the District. State regulations require City Council action on an annual basis to allow assessment of the annual levy for each District.

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2012/2013 annual levy report and order the levy and collection of the assessment within the Gibson Ranch Lighting and Landscaping District.

Background

The Landscaping and Lighting Act of 1972 ("the Act") authorizes cities to impose assessments on benefitted properties to finance construction of street landscaping, street lighting, traffic signals, parks, street trees, sidewalk repair, recreational improvements; as well as maintenance and servicing of any of these improvements. In accordance with Act, the City formed the Gibson Ranch L&L District.

The Gibson Ranch L&L is located in the southeast portion of the City, generally south of I5, west of County Road 102 and east of County Road 101. The District was formed in 1995 and reached the maximum allowable assessment of \$235.12 per single family home in 2005. The formation documents for the District allow for annual CPI increases without a property owner ballot proceeding.

On May 22, 2012, Council approved resolutions to preliminarily approve the Engineer's Report and to initiate proceedings for the annual levy, which included setting the public hearing date for July 3, 2012. Due to insufficient public notice the hearing has been moved to July 10, 2012. The Engineer's Report was attached to the May 22 staff report and is available for review in the Finance Department.

Discussion

Each year, the City prepares an Annual Report for each District, along with the District estimates for an operating budget, to calculate the assessment annually levied for each parcel. This budget determines what maintenance operations are performed for the fiscal year and directs the County Assessor what to levy each parcel. The complete reports are available for review in the Finance Department.

Beginning in FY06, an erroneous interpretation of the language in the District formation documents resulted in omission of an annual inflationary escalator; instead annual assessments remained unchanged at the FY05 rates. After further review by staff, the City Attorney and the District Administrator, it was determined that these annual escalators should have been applied in each year's assessment. This correction was made with the FY10/11 report and assessment. The FY13 Engineer's Report continues to apply an annual escalation factor based on the Engineering News Record Common Labor Cost Index; for FY13 this factor is 0.904%.

State regulations require a two part process to complete the annual levy. The first part of the process requires Council to take action to initiate proceedings for the levy, preliminarily approve the Engineer's Reports and call for a public hearing; this occurred at the May 22, 2012 Council meeting. Tonight's public hearing is required to complete the levy process. Following the public hearing, Council may direct changes to the Engineer's Report or to the levy, but may not increase the levy beyond the maximum approved amount.

Fiscal Impact

The FY13 Engineer's Report includes an inflation factor of 0.904%, which increases the assessment of a single family home from \$289.02 in FY12 to \$291.63 in FY13; an increase of \$2.61. If approved, the proposed assessment for the District would generate \$626,775 in revenues.

Public Contact

Posting of the City Council agenda and required noticing in the Daily Democrat.

Recommendation for Action

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2012/2013 annual levy report and order the levy and collection of the assessment within the Gibson Ranch Lighting and Landscaping District.

Prepared by: Adam Devlin
Accountant

Reviewed by: Kim McKinney
Finance Officer

Paul Navazio
City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE ANNUAL LEVY REPORT AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE GIBSON RANCH LANDSCAPING AND LIGHTING DISTRICT, FISCAL YEAR 2012/2013.

The City Council of the City of Woodland, California (hereafter referred to as the "City Council") does resolve as follows:

WHEREAS, The City Council has, by previous Resolutions, ordered the preparation of the Engineer's Annual Levy Report (hereafter referred to as the "Report") for said district known and designated as: Gibson Ranch Landscaping and Lighting District (hereafter referred to as the "District"), pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereafter referred to as the "Act"); and,

WHEREAS, there has now been presented to this City Council the "Final Engineer's Annual Report" as required by *Chapter 3, Section 22623* of said Act, and as previously directed by Resolution; and,

WHEREAS, this City Council has carefully examined and reviewed the Report as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the levy has been spread in accordance with the benefits received from the improvements, operation, maintenance and services to be performed, as set forth in said Report; and,

WHEREAS, this City and its legal counsel have reviewed Proposition 218 and found that these assessments comply with applicable provisions of Section XIII D of the California State Constitution; and,

WHEREAS, upon reasonable written notice by Yolo County of any claim or challenge, the City of Woodland agrees to defend with counsel of its choice, indemnify and hold harmless Yolo County, its Board of Supervisors, officers, officials, agents and employees (collectively "the County"), against the payment of any liabilities, losses, costs and expenses, including attorney fees and court costs, not due to the County's own active negligence or willful misconduct, which the County may incur in the exercise and performance of its powers and duties in placing these assessments onto the County roll and tax bills for the City of Woodland; and

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE DISTRICT, AS FOLLOWS:

Section 1 Following notice duly given, the City Council has held a full and fair public hearing regarding the District, the levy and collection of assessments, the Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.

Section 2 Based upon its review (and amendments, as applicable) of the Report, a copy of which has been presented to the City Council, is hereby approved (as amended), and is ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection, the City Council hereby finds and determines that:

- i) The land within the District will be benefited by the operation, maintenance and servicing of improvements, located within the boundaries of the District, and
- ii) District includes all of the lands so benefited, and
- iii) The net amount to be assessed upon the lands within the District in accordance with the fee for the Fiscal Year commencing July 1, 2012, and ending June 30, 2013, is apportioned by a formula and method which fairly distributes the net amount among all eligible parcels in proportion to the estimated special benefits to be received by each parcel from the improvements and services.

Section 3 The maintenance, operation and servicing of the improvements and appurtenant facilities shall be performed pursuant to the Act. The City Council hereby orders the proposed improvements to be made, which improvements are briefly described as follows: the maintenance and operation of and the furnishing of services and materials for the landscaping improvements, arterial and collector street lighting and landscaping, neighborhood street lighting and trees, parks and recreation facilities, soundwalls, irrigation and drainage systems, and all associated appurtenances.

Section 4 The County Auditor of the County of Yolo shall enter on the County Assessment Roll opposite each eligible parcel of land the amount of levy so apportioned by the formula and method outlined in the Report, and such levies shall be collected at the same time and in the same manner as the County taxes are collected, pursuant to *Chapter 4, Article 2, Section 22646* of the Act. After collection by the County, the net amount of the levy shall be paid to the City Treasurer.

Section 5 The City Treasurer shall deposit all money representing assessments collected by the County for the District to the credit of a fund for the City of Woodland Gibson Ranch Landscaping and Lighting District and such money shall be expended only for the maintenance, operation and servicing of the improvements as described in Section 3.

Section 6 The adoption of this Resolution constitutes the District levy for the Fiscal Year commencing July 1, 2012, and ending June 30, 2013.

Section 7 The City Clerk, or their designate, is hereby authorized and directed to file the levy with the County Auditor upon adoption of this Resolution, pursuant to *Chapter 4, Article 1, Section 22641* of the Act.

Section 8 That the above recitals are all true and correct. That the City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of and final approval of the Report.

RESOLUTION NO. _____

PASSED, APPROVED, AND ADOPTED THIS _____ day of _____, 2012.

Art Pimentel, Mayor
City of Woodland

Ana Gonzalez, City Clerk
City of Woodland

STATE OF CALIFORNIA)

COUNTY OF YOLO) ss.

CITY OF WOODLAND)

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

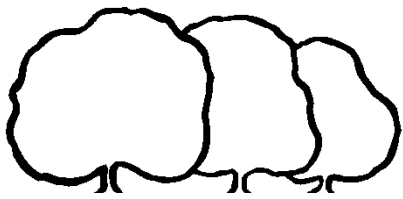
AYES:

NOES:

ABSENT:

ABSTAINED:

_____,
Ana Gonzalez, City Clerk
City of Woodland



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 10, 2012

SUBJECT: Special Assessment Tax Roll Collections

Report in Brief

In conjunction with the annual collection of property taxes, Yolo County collects special assessment taxes on behalf of the City of Woodland.

For the 2012-2013 tax levies, Yolo County is requiring resolutions to be passed authorizing the collection of the special assessments by Yolo County and also releasing Yolo County from any liability which may arise regarding the collection of the special assessments. This request has been generated by the need to express formal, specific and written instructions to the County regarding the collections and assessments.

Staff recommends that City Council adopts Resolutions Nos. _____ Requesting Collection of Charges on Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and the Community Facility Districts as described herein.

Background

In conjunction with the annual collection of property taxes, Yolo County collects special assessment taxes on behalf of the City of Woodland. These special assessments include the following:

Lighting and Landscape Districts (Spring Lake, Gateway, Gibson Ranch, North Park, Streng Pond and West Wood);

Assessment Districts (Fire Suppression, Beamer Kentucky and East Main);

Community Facility Districts (Spring Lake Maintenance, Gibson Ranch CFD No. 1, and Spring Lake CFD 2004-1)

For the 2012-2013 tax levies, Yolo County is requiring resolutions to be passed authorizing the collection of the special assessments by Yolo County and also releasing Yolo County from any

liability which may arise regarding the collection of the special assessments. The six parts of the resolutions are summarized as follows:

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls the related special assessment(s) detailed on each of the resolutions.
2. The City acknowledges that all special assessments comply with all requirements of state law which includes Proposition 218.
3. The City releases and discharges the County from any potential liability or expenditures arising from the collection of any special assessments authorized by the City.
4. In the event of a judgment against the City arising from the collection of the special assessment(s), the County may offset the amount of the judgment from any monies collected by the County on behalf of the City including property taxes.
5. The City will agree to cooperate with the County in answering questions related to special assessments and the City will not refer inquirers to County staff for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs related to the collection of the special assessments as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments excluding the East Main and Beamer Kentucky Special Assessments. For the Beamer Kentucky and East Main Special Assessments, the County is charging an annual \$16 levy fee per parcel. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

Discussion

The intent of the resolutions is to specify the County and City's respective responsibility regarding the collections of special taxes, fees and assessments as required by Proposition 218. All of the conditions expressed in the resolutions, including compliance with Proposition 218 and collection of the annual assessments, have been in existence throughout the life of each of the assessments discussed herein. Annual approval of these resolutions is required by the County to ensure these practices are documented in a specific and formal manner.

Fiscal Impact

Total City assessments that would be collected through County property tax rolls for special districts described herein are \$9,513,452, which have been projected in the FY 2012/13 budget; County fees of \$10,178 for collection of assessments are also included in the FY 2012/13 budget.

Recommendation for Action

Staff recommends that City Council adopts Resolutions Nos. _____ Requesting Collection of Charges on Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and the Community Facility Districts as described herein.

Prepared by: Kim McKinney
Finance Officer

Paul Navazio
City Manager

Attachments

RESOLUTION NO: _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
REQUESTING COLLECTION OF CHARGES ON TAX ROLL**

WHEREAS, the City of Woodland (hereinafter “City”) requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to section 22645 and 22646 of The Streets and Highways Code of the State of California by the City for the following Districts:

Spring Lake Landscaping and Lighting District
Gateway Landscaping and Lighting District
Gibson Ranch Landscaping and Lighting District
North Park Landscaping and Lighting District
Streng Pond Landscape Maintenance District
West Wood Unit No. 1 Landscaping and Lighting District

WHEREAS, the County has required as a condition of the collection of said charges that the District/City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE
CITY OF WOODLAND THAT:**

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City warrants and represents that the taxes, assessments, fees and/or charges imposed by the City and being requested to be collected by Yolo County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by County of any taxes, assessments, fees and/or charges on behalf of City,
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of City’s said taxes, assessments, fees and/or charges requested to be collected by County for City, or in any manner arising out of City’s establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of City’s taxes, assessments, fees and/or charges,

RESOLUTION NO: _____

the County may offset the amount of the judgment from any other monies collected by County on behalf of City, including property taxes.

5. The City agrees that its officers, agents and employees will cooperate with the County in answering questions referred to City by County from any person concerning the City's taxes, assessments, fees and/or charges, and that City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments excluding the East Main and Beamer Kentucky Special Assessments. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

ss.

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES: Council members: _____

NOES: Council members: _____

ABSENT: Council members: _____

ABSTAIN: Council members: _____

Mayor, Artemio Pimentel

Attest:

_____,
City Clerk, Ana B. Gozalez

RESOLUTION NO: _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
REQUESTING COLLECTION OF CHARGES ON TAX ROLL**

WHEREAS, the City of Woodland (hereinafter “City”) requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to section 50078 of The Government Code of the State of California by the City for the following District:

Fire Suppression Assessment District

WHEREAS, the County has required as a condition of the collection of said charges that the District/City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND THAT:

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City warrants and represents that the taxes, assessments, fees and/or charges imposed by the City and being requested to be collected by Yolo County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by County of any taxes, assessments, fees and/or charges on behalf of City,
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of City’s said taxes, assessments, fees and/or charges requested to be collected by County for City, or in any manner arising out of City’s establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of City’s taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of City, including property taxes.
5. The City agrees that its officers, agents and employees will cooperate with the County in answering questions referred to City by County from any person concerning the City’s

RESOLUTION NO: _____

taxes, assessments, fees and/or charges, and that City will not refer such persons to County officers and employees for response.

6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments excluding the East Main and Beamer Kentucky Special Assessments. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

ss.

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES:	Council members:	_____
NOES:	Council members:	_____
ABSENT:	Council members:	_____
ABSTAIN:	Council members:	_____

Mayor, Artemio Pimentel

Attest:

_____,
City Clerk, Ana B. Gonzalez

RESOLUTION NO: _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
REQUESTING COLLECTION OF CHARGES ON TAX ROLL**

WHEREAS, the City of Woodland (hereinafter “City”) requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to section 8682 & 22526(c) of The Streets and Highways Code of the State of California by the City for the following Districts:

East Main Street Assessment District, Series 2001
Reassessment District 93-1 (Beamer Kentucky). Series 2006

WHEREAS, the County has required as a condition of the collection of said charges that the District/City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND THAT:

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City warrants and represents that the taxes, assessments, fees and/or charges imposed by the City and being requested to be collected by Yolo County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by County of any taxes, assessments, fees and/or charges on behalf of City,
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of City’s said taxes, assessments, fees and/or charges requested to be collected by County for City, or in any manner arising out of City’s establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of City’s taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of City, including property taxes.

RESOLUTION NO: _____

5. The City agrees that its officers, agents and employees will cooperate with the County in answering questions referred to City by County from any person concerning the City's taxes, assessments, fees and/or charges, and that City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments excluding the East Main and Beamer Kentucky Special Assessments. For the Beamer Kentucky and East Main Special Assessments, the County is charging an annual \$16 levy fee per parcel. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

ss.

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES: Council members: _____

NOES: Council members: _____

ABSENT: Council members: _____

ABSTAIN: Council members: _____

Mayor, Artemio Pimentel

Attest:

_____,
City Clerk, Ana B. Gonzalez

RESOLUTION NO: _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
REQUESTING COLLECTION OF CHARGES ON TAX ROLL**

WHEREAS, the City of Woodland (hereinafter “City”) requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to section 53340 of Government Code of the State of California by the City for the following District:

Spring Lake Maintenance Community Facilities District

WHEREAS, the County has required as a condition of the collection of said charges that the District/City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND THAT:

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City warrants and represents that the taxes, assessments, fees and/or charges imposed by the City and being requested to be collected by Yolo County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by County of any taxes, assessments, fees and/or charges on behalf of City,
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of City’s said taxes, assessments, fees and/or charges requested to be collected by County for City, or in any manner arising out of City’s establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of City’s taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of City, including property taxes.
5. The City agrees that its officers, agents and employees will cooperate with the County in answering questions referred to City by County from any person concerning the City’s

RESOLUTION NO: _____

taxes, assessments, fees and/or charges, and that City will not refer such persons to County officers and employees for response.

6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments excluding the East Main and Beamer Kentucky Special Assessments. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO ss.
CITY OF WOODLAND

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES:	Council members:	_____
NOES:	Council members:	_____
ABSENT:	Council members:	_____
ABSTAIN:	Council members:	_____

Mayor, Artemio Pimentel

Attest:

_____,
City Clerk, Ana B. Gonzalez

RESOLUTION NO: _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
REQUESTING COLLECTION OF CHARGES ON TAX ROLL**

WHEREAS, the City of Woodland (hereinafter “City”) requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to Chapter 2.5, Part 1, Division 2, Title 5 (commencing with Section 53311) of the California Government Code by the City for the following Districts:

City of Woodland Community Facilities District No. 1 (Gibson Ranch)
City of Woodland Community Facilities District No. 2004-1 (Spring Lake)

WHEREAS, the County has required as a condition of the collection of said charges that the District/City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE
CITY OF WOODLAND THAT:**

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City warrants and represents that the taxes, assessments, fees and/or charges imposed by the City and being requested to be collected by Yolo County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by County of any taxes, assessments, fees and/or charges on behalf of City,
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of City’s said taxes, assessments, fees and/or charges requested to be collected by County for City, or in any manner arising out of City’s establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of City’s taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of City, including property taxes.

RESOLUTION NO: _____

5. The City agrees that its officers, agents and employees will cooperate with the County in answering questions referred to City by County from any person concerning the City's taxes, assessments, fees and/or charges, and that City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments excluding the East Main and Beamer Kentucky Special Assessments. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2012.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

ss.

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2012, by the following vote:

AYES: Council members: _____

NOES: Council members: _____

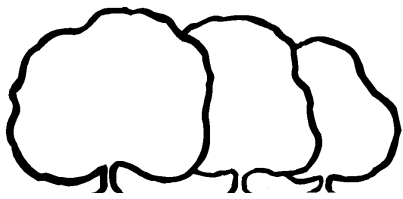
ABSENT: Council members: _____

ABSTAIN: Council members: _____

Mayor, Artemio Pimentel

Attest:

City Clerk, Ana B. Gonzalez



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 10, 2012

SUBJECT: Certified Election Results

Report in Brief

The official results of the recent Statewide Direct Primary Election held on June 5, 2012 have been certified by the County Clerk/Recorder and received by the City. Council need take no action other than to receive the information.

Staff recommends that the City Council receive the Statement of Vote for the Statewide Direct Primary Election that was held on June 5, 2012.

Background

Woodland's participation in the Statewide Direct Primary on June 5, 2012 included the election of three Council Members. As the Council is aware, the City consolidates its election under the County. The California Elections Code provides that in the case of such consolidation the City Council may authorize the County Board of Supervisors to canvass the returns of the election. The consolidation eliminates the need for the City Council to declare the results.

The Election Code also provides for the procedures by which the final canvass of the returns is accomplished. The Yolo County Elections Office administers the Primary and conducts the official canvass following the election. The official canvass differs from the semi-final official Election night canvass in that the final canvass includes the following:

1. An inspection of all materials and supplies returned by poll workers.
2. A reconciliation of the number of signatures on the roster with the number of ballots recorded on the ballot statement.
3. In the event of a discrepancy in the reconciliation, the number of ballots received from each polling place shall be reconciled with the number of ballots cast, as indicated on the ballot statement.

4. A reconciliation of the number of ballots counted, spoiled, canceled, or invalidated due to the identifying marks, over votes, or as otherwise provided by statute, with the number of votes recorded, including absentee and provisional ballots, by the vote counting system.
5. Processing and counting any valid absentee provisional ballots not included in the semi-final official canvass.
6. Counting any valid write-ins.
7. Reproducing any damaged ballots, if necessary.
8. Reporting final results to the governing board and the Secretary of State, as required.

The Elections Code provides that the County Clerk has 28 days from the date of the election in which to complete the official canvass and prepare a certified statement of the results of the election. The County has finalized those votes, and they were provided to the City Clerk's Office on June 29, 2012 and are now attached for the Council's review.

Discussion

The final results did not affect the unofficial outcome of the election for City Council. The certified results indicate the members of the Council for the term 2012 through 2016 are as follows:

	<u>Votes</u>	<u>Percentage</u>
Tom Stallard	5,133	24.5%
Jim Hilliard	4,423	21.1%
Sean Denny	3,880	18.5%

Fiscal Impact

There will be a fee assessed to the City for its share of election costs. This fee was included in the FY 2012 General Fund budget.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council receive the Statement of Vote for the Statewide Direct Primary Election that was held on June 5, 2012.

SUBJECT: Certified Election Results

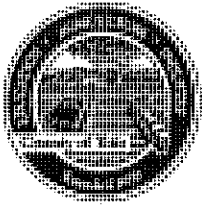
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ITEM:

Prepared by: Ana Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment: Election Results Statistics



Yolo County Elections

P.O. Box 1820 * Woodland, CA 95776-1820
625 Court Street, Room B-05, Woodland, CA 95695

Freddie Oakley, County Clerk
530/666-8133

STATE OF CALIFORNIA)
COUNTY OF YOLO) ss

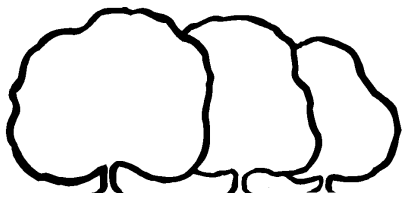
I, Freddie Oakley, County Clerk-Recorder of said County, do hereby certify pursuant to §15372 and §10550 of the Elections Code, that I did canvass the returns of the votes cast in said County, at the PRESIDENTIAL PRIMARY ELECTION held on JUNE 5, 2012, for elective public offices, and for and against the measures submitted to the vote of the voters, and that the statement of the votes cast, to which this certificate is attached, shows the whole number of votes cast in said districts, and the whole number of the votes cast for each candidate, in each of the respective precincts therein, and that the totals of the respective columns and the totals shown for each candidate are full, true and correct.



Witness my hand and official seal this
14th day of June 2012

FREDDIE OAKLEY
COUNTY OF YOLO

Member of Woodland City Council			
Precincts	25 of	25	100.0%
Ballots Cast		9501	
Tom Stallard		5133	24.5%
Jim Hilliard		4423	21.1%
Sean Denny		3880	18.5%
Martie Louise Dote		3656	17.4%
Jess Powell		2295	10.9%
Bobby Harris		1606	7.7%
Total Votes cast		20993	100.0%



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 10, 2012

SUBJECT: Council Committee Responsibilities

Report in Brief

There are many Boards, Commission, and Committees on which Council members serve as a representative of the Council and the City. This service is part of the duties and responsibilities as members of the Council and involves extensive additional meetings and hours of time other than attendance at Council meetings.

Staff recommends that the City Council accept the Mayor's recommendations for appointments to the various Boards, Commissions and Committees for the period 2012 through 2014.

Background

Following municipal elections every even numbered year the Council is reorganized as changes are considered for Council membership to various Boards, Commissions, and Committees (BCC). Members have expressed interest in serving on these BCCs for the ensuing two year period. Most of these BCCs require a primary and an alternate member as a backup.

Discussion

Mayor Davies has submitted the list of recommended appointments to the various BCC's for consideration and approval by the Council as a whole, as attached.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council accepts appointments to the various Boards, Commissions and Committees for the period 2012 through 2014.

Prepared by: Ana B. Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment: 2012-14 Appointment List

**CITY OF WOODLAND
CITY COUNCIL APPOINTMENTS
2012-2014**

INTER-JURISDICTIONAL BODIES	MAYOR DAVIES	VICE MAYOR STALLARD	COUNCIL MEMBER MARBLE	COUNCIL MEMBER HILLIARD	COUNCIL MEMBER DENNY	MEETING DATES	MEETING TIME	COMMITTEE DEFINITION/PURPOSE
LOCAL AGENCY FORMATION COMMISSION (LAFCO)	P				A			
SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG)		P		A		3 rd Thursday	9:00 a.m.	Legislative coordination & information provision of areas of interest to Cities in the region.
YOLO COUNTY TRANSPORTATION DISTRICT (YCTD)			P		A	2 nd Monday	7:00 p.m.	Established in 1998 by State legislation. Administers countywide transit (YOLOBUS) system & related planning services.
YOLO SOLANO AIR QUALITY MANAGEMENT DISTRICT (Yolo/Solano AQMD)	P				A	2 nd Wednesday	9:00 a.m.	Bi-county regional air quality district with County and City representatives.
WATER RESOURCES ASSOCIATION OF YOLO COUNTY (WRA)			P	A		Quarterly as needed on Monday at Leake Room	3:00 p.m. -5:00 p.m.	Discusses countywide water availability, quality & transfer issues; representatives from Cities, County, Water Agencies & other interested organizations.
WOODLAND/DAVIS CLEAN WATER AGENCY (JPA)	P		P	A		3 rd Thursday	3:00 p.m.	
NATURAL COMMUNITIES CONSERVATION PLAN (JPA)		A			P			Joint Powers Board charged with preparation & implementation of a Natural Communities Conservation Plan to preserve habitat & open space.

LIAISON APPOINTMENTS	MAYOR DAVIES	VICE MAYOR STALLARD	COUNCIL MEMBER MARBLE	COUNCIL MEMBER HILLIARD	COUNCIL MEMBER DENNY	MEETING DATES	MEETING TIME	COMMITTEE DEFINITION/PURPOSE
YOLO COUNTY 2X2 - YOLO COUNTY/COURTS 2X2X2	P	P			A	Usually meets monthly	4:00 p.m.	Discusses issues of mutual interest & keep regular dialog.
WJUSD/WOODLAND COMM COLLEGE 3X2X2	A	P			P	3 rd Tuesday	8:00 a.m.	Discusses issues of mutual interest with School Board and City Council Representatives.
CHAMBER OF COMMERCE 2X2	P		A	P		1 st Tuesday	9:15 a.m.	Discusses issues of mutual interest & maintains regular dialog.
DOWNTOWN BUSINESS DEVELOPMENT TASK FORCE				P	P			Work with all Downtown Businesses to enhance and improve business climate in Downtown Woodland
YOLO COUNTY ECONOMIC DEVELOPMENT COUNCIL	P	P				3 rd Wednesday	7:30 a.m. YC Administration Building	Formed in early 1998 by Yolo County, combines representatives from all communities and many agencies to enhance economic development County Wide.
YOLO COUNTY CRIMINAL JUSTICE CABINET					P	3 rd Thursday	3:30 p.m.	Established in 1997 by Yolo County, to enhance existing levels of cooperation among all stakeholders to criminal justice system.
YOLO COUNTY COMMUNITY CHOICE AGGREGATION TASK FORCE				P	A			
LEAGUE OF CALIFORNIA CITIES - VOTING DELEGATE			P	A				Beginning 1/1995, this is a League of California Cities program for regular communication between Cities & their State legislative representatives.

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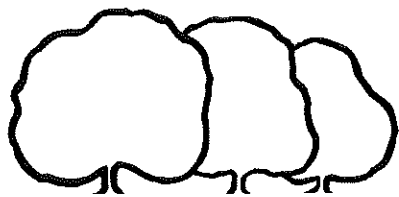
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<u>STANDING COMMITTEES</u>	MAYOR DAVIES	VICE MAYOR STALLARD	COUNCIL MEMBER MARBLE	COUNCIL MEMBER HILLIARD	COUNCIL MEMBER DENNY	MEETING DATES	MEETING TIME	COMMITTEE DEFINITION/PURPOSE
CITY OF WOODLAND SUSTAINABILITY COMMITTEE	A	P		P		On-call	On-call	Coordinates City efforts to address local, state and federal goals related to environmental sustainability. Merges former Solid Waste and Energy Committees.
INFRASTRUCTURE SUB-COMMITTEE	P	P			A	On-call	On-call	Meets to review Capital Plans & facilities & related subdivision infrastructure needs.
FLOOD/WATER COMMITTEE			P	A		On-call	On-call	Communication with Chamber and Community Groups regarding water and flood issues.

<u>OTHER COMMITTEES - AD- HOC</u>	MAYOR DAVIES	VICE MAYOR STALLARD	COUNCIL MEMBER MARBLE	COUNCIL MEMBER HILLIARD	COUNCIL MEMBER DENNY	MEETING DATES	MEETING TIME	COMMITTEE DEFINITION/PURPOSE
ART IN PUBLIC PLACES						On call	On-call	To be determined.
SPRING LAKE SPECIFIC PLAN & FINANCING SUB-COMMITTEE						On-call	On-call	Reviews issues related to implementation of the Spring Lake Specific Plan. Re-evaluate financial constraints of Spring Lake development.
CITY OF DAVIS						On call	On-call	Discusses issues of mutual interest
UNIVERSITY OF CALIFORNIA AT DAVIS						On-call	On-call	Discusses issues of mutual interest
CITY OF WEST SACRAMENTO						On-call	On-call	Discusses issues of mutual interest

NOTES:

- 1 Combines Prior City/County 2x2 with County/Courts 2x2x2
- 2 Replaces former Downtown Business Association 2x2
- 3 DELETE - City of Woodland Investment - Scope is provided for in Quarterly Treasurer's Report to full Council
- 4 Combines Specific Plan Sub-Committee w/ SL Financial Focus Working Group
- 5 NOT A RECOGNIZED LIAISON BODY



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

13.

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 10, 2012

SUBJECT: CITY COUNCIL MEETING SCHEDULE FOR 2012-13

Report in Brief

Section 2.1.1 of the Municipal Code provides that the City Council shall hold its Regular Meetings on the 1st and 3rd Tuesdays of the month. However, over the course of the calendar year the dates established by the City Code occasionally conflict with Holidays, winter and summer recess, and other dates such as local or general elections.

This staff report seeks to establish specific City Council meeting dates for the upcoming legislative session (August 2012 through August 2013), by anticipating such conflicts and establishing alternative Special Meetings, where appropriate.

The purpose of establishing specific meeting dates at this time is to avoid the need to adjust meeting dates as conflicts arise, and would allow for the City Council and staff to plan in advance for workflow, vacations and other activities so as to minimize conflicts with the City Council meeting schedule.

Background

Section 2-1-1 of the City Code establishes time and place for holding regular meetings of the City Council, as follows:

Sec. 2-1-1. - Regular and adjourned meetings.

The city council shall hold regular meetings on the first and third Tuesdays in each month at the hour of 6:00 P.M. in the council chambers of the City Hall, located at 300 First Street in the city....When the day for any regular meeting falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the following business day.

Inevitably, dates established for City Council meetings in the City Code will occasionally conflict with Holidays, winter and summer recess as well as other potential conflicts, such as local or general

elections. Staff is recommending that the City Council consider establishing a formal meeting schedule for the upcoming legislative session that anticipates – to the extent possible - any potential conflicts, and facilitates planning for preparation of City Council agendas, vacations, and other activities that would be planned around the City Council's meeting schedule.

Also contemplated in this proposed City Council meeting schedule is the desire to reserve the 4th Tuesday of each month for special study sessions, to be scheduled as needed. Study sessions are intended to provide the City Council with the opportunity to focus time and attention on a specific topic (or related topics), in a manner that is impractical in the course of a Regular City Council meeting agenda.

Staff will be working with the Mayor and Council to establish specific topics and schedule for study sessions to be held throughout the year.

Discussion

Regular / Special Meeting Schedule –

In general, regular City Council meetings are anticipated to conform to the 1st and 3rd Tuesday of each month, as provided for in the City Code. However, staff recommends adopting the following schedule modifications to account for potential conflicts as well as planned winter and summer recess:

- First meeting back from Summer Recess - August 21, 2012 (3rd Tues.)
- November General Election
 - Cancel Regular Meeting of November 6, 2012 (1st Tues.), and
 - Replace with Special Meeting on October 30, 2012 (5th Tues.)
- New Year's Day
 - Cancel Regular Meeting of January 2, 2013 (business day following 1st Tues.)
 - Provides for Winter Recess from December 19th through January 14th
 - Regular Meeting to be held December 18th, 2012 (3rd Tues.)
 - Regular Meeting to be held January 15, 2013 (3rd Tues.)
- Summer Recess 2013 - Runs from July 10, 2013 through August 19, 2013
 - Conduct Regular meeting on July 2, 2013 (1st Tues.)
 - HOLD Tuesday, July 9, 2012 for POSSIBLE Special Meeting (if needed)
 - Formal start of Summer Recess – July 10, 2013
 - Return from Summer Recess at Regular Meeting of August 20, 2013 (3rd Tues.)

The proposed changes to the meeting schedules, to include the above recommendations are reflected in Attachment 1 to this staff report.

Study Sessions –

Staff further recommends that the City Council reserve the 4th Tuesday of the month for possible Study Sessions, as provided for in Section 2-1-2 of the City Code.

Sec. 2-1-2. - Study sessions.

The city council may conduct study sessions for the purpose of considering particular issues in depth. Such sessions shall be regular meetings for all purposes, but shall be limited in both scope and duration. Study sessions shall convene at 6:00 P.M. and adjourn no later than 9:00 P.M. unless extended by a majority vote of the council.

The following dates would be reserved for purposes of scheduling possible study session:

August 28, 2012	January 22, 2013
September 25, 2012	February 26, 2013
October 23, 2012	March 26, 2013
November 27, 2012	April 23, 2013
	May 28, 2013
	June 25, 2013

The Mayor and City Manager are proposing that the August 28, 2012 date be reserved for a study session / City Council Retreat to discuss City Council goals and priorities for the year, and establish performance criteria for the City Manager. In addition, this study session would include discussion of City Council and committee workplans, protocols and procedures, as well as establish desired topics and schedule for subsequent study sessions.

Following the proposed Study Session / Retreat on August 28, 2012, other topics anticipated to be considered for future Study Sessions include:

- General Plan Update
- Water, Sewer, Storm Drain Infrastructure
- Flood Control
- Transportation / Streets & Roads
- Environmental Initiatives – Climate Action Plan
- Budget / Long-Term Financial Planning

Nothing precludes the City Council from establishing additional (or different) dates for Study Sessions, as need or interest arise.

Fiscal Impact

There is no direct fiscal impact arising out of the City Council's establishment of a formal meeting schedule for the 2012-2013 legislative session.

Public Contact

While there has been no direct public contact in the development of the recommendations contained in this staff report, it is envisioned that as the Council calendar unfolds, the public will have ample opportunity to engage in issues that come before the City Council.

In addition, as specific Study Sessions are designated and scheduled, staff anticipates participation by appropriate City commissions, committees and stakeholders.

The purpose of establishing both a formal meeting schedule and a long-range calendar highlighting upcoming topics to be agendized as part of either regular City Council meetings or Study Sessions is intended to promote open and transparent governance, and provide enhanced opportunities for community engagement in the development of City policy and priorities.

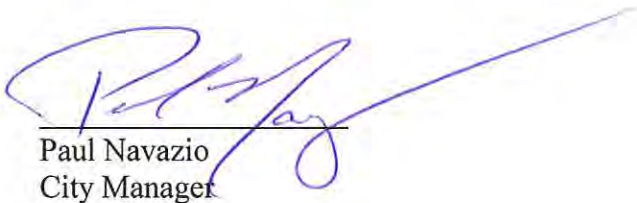
Recommendation for Action

Staff recommends that the City Council consider adoption of the formal meeting schedule, as presented in Attachment 1 to this report, which modifies the schedule established by existing City Code per the specific conflicts discussed in this report.

Alternate Recommendation:

The City Council could proceed with the meeting schedule prescribed in the City Code, and address any potential meeting conflicts as they arise.

Prepared by: Paul Navazio
City Manager



Paul Navazio
City Manager

Attachment – Proposed City Council Meeting Schedule (2012-13)

SEE
ATTACHMENT 1

PROPOSED
CITY COUNCIL
MEETING
SCHEDULE

CITY COUNCIL MEETING SCHEDULE 2012 - 2013

Meeting per Sect. 2-1-1		PROPOSED		Topic	
Date	City Code	Potential Conflicts	Meeting Schedule	Topic	
7/10/2012	Regular		Regular		
7/17/2012					
7/24/2012	Regular		Recess		
7/31/2012					
8/7/2012	Regular		Recess		
8/14/2012					
8/21/2012	Regular		Regular		
8/28/2012					
9/4/2012	Regular		Regular	Study	Council Retreat
9/11/2012					
9/18/2012	Regular		Regular		
9/25/2012				Study	TBD
10/2/2012	Regular		Regular		
10/9/2012					
10/16/2012	Regular		Regular		
10/23/2012				Study	TBD
10/30/2012			Special		
11/6/2012	Regular	General Election	CANCEL		
11/13/2012					
11/20/2012	Regular		Regular		
11/27/2012				Study	TBD
12/4/2012	Regular		Regular		
12/11/2012					
12/18/2012	Regular		Regular		
12/25/2012					
1/1/2013	HOLIDAY	New Year's Day			
1/2/2013	Regular		Recess		
1/8/2013					
1/15/2013	Regular		Regular	Study	TBD
1/22/2013					
1/29/2013					

CITY COUNCIL MEETING SCHEDULE 2012 - 2013

Meeting per Sect. 2-1-1		PROPOSED		Topic
Date	City Code	Potential Conflicts	Meeting Schedule	
2/5/2013	Regular		Regular	
2/12/2013				
2/19/2013	Regular		Regular	
2/26/2013				TBD
3/5/2013	Regular		Regular	
3/12/2013				
3/19/2013	Regular		Regular	
3/26/2013				
4/2/2013	Regular		Regular	
4/9/2013				
4/16/2013	Regular		Regular	
4/23/2013				
4/30/2013	Regular		Regular	
5/7/2013				
5/14/2013	Regular		Regular	
5/21/2013				
5/28/2013	Regular		Regular	
6/4/2013				TBD
6/11/2013	Regular		Regular	
6/18/2013				
6/25/2013	Regular		Regular	
7/2/2013				
7/9/2013	Regular		Regular	
7/16/2013				
7/23/2013	Regular		Regular	
7/30/2013				
8/6/2013	Regular		Regular	
8/13/2013				
8/20/2013	Regular		Regular	
8/27/2013				

HOLD / Special (If Necessary)

Recess

Recess

Regular