CITY OF WOODLAND
300 FIRST STREET
WOODLAND, CALIFORNIA

CITY COUNCIL
CLOSED SESSION AGENDA

JUNE 18, 2013

5:00 P.M.

A. CALL TO ORDER

B. CLOSED SESSION

B.1 Conference with Legal Counsel – Anticipated Litigation
Initiation of litigation pursuant to subdivision (c) of Government Code section 54956.9 (one case)

B.2 Conference with Real Property Negotiators, Pursuant to Section 54956.8
Property: 027851024
Agency Negotiator: City Manager, Economic Development Manager and City Attorney
Negotiating Parties: Panattoni Development Co.
Under Negotiation: Price and Terms of Payment

JOINT REGULAR CITY COUNCIL/ WOODLAND FINANCE AUTHORITY

6:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS-PUBLIC COMMENT

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

E. COMMUNICATIONS–COUNCIL/STAFF STATEMENTS AND REQUESTS

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

Council Long Range Calendar
Recommendation: Informational Item

F. PRESENTATIONS

1. Fourth of July Celebration
Recommendation: that the City Council receive a report regarding Fourth of July events and the City's 21th annual fireworks show at Woodland High School.

G. CONSENT CALENDAR

2. Water Meter Project, Phase 3, CIP 12-09; Approve Consultant Agreement
Recommendation: that the City Council approve a consultant services agreement for inspection services for the Water Meter Project Phase 3 (CIP #12-09) and the relocation of a PG&E gas main with Psomas Engineering up to an amount of $125,000 and authorize the City Manager to execute the agreement

3. <u>Water Meter Project, Phase 3, CIP 12-09; Award Construction Contract</u>
Recommendation: that the City Council award the Construction Contract in the amount of $891,112 to GM Construction and Developers for the Water Meter Project, Phase 3, CIP 12-09

4. <u>Public Works Quarterly Status Report for the period of March 2013 through May 2013</u>
Recommendation: that the City Council accept the Public Works Department's Quarterly Status Report Summary for the period of March through May 2013

5. <u>Approve Increase to the Utility Bill Subsidy for Low-Income Residential Households</u>
Recommendation: that the City Council approve: 1) Change program name from Water Assistance Program to Utility Assistance Program; and 2) The increase of utility bill assistance to low-income residential households from the current program of $15/month for 3 months to $58.75/month for 3 months

H. PUBLIC HEARING

6. <u>Public Hearing: Gibson Ranch Lighting & Landscaping District</u>
Recommendation: that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the Gibson Ranch Lighting and Landscaping District

7. <u>Public Hearing: North Park Lighting & Landscaping District</u>
Recommendation: that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the North Park Lighting and Landscaping District

8. <u>Public Hearing: Streng Pond Landscape Maintenance District</u>
Recommendation: that the City Council conduce a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the Streng Pond Landscape Maintenance District

9. Public Hearing: West Wood Lighting & Landscaping District
Recommendation: that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the West Wood Lighting and Landscaping District

I. REPORTS OF THE CITY MANAGER

10. Appointment of Parks and Recreation Commissioners and Library Board Members
Recommendation: that the City Council appoint members to the Parks & Recreation Commission and the Library Board

11. Approval of the Visitor Attraction District Annual Assessment Report for Fiscal Year 2013-2014, Adoption of Resolution of Intention to Levy an Assessment for Improvements and Activities for Fiscal Year 2013-2014 within the Woodland Visitor Attraction District, and Scheduling of Public Hearing
Recommendation: that the City Council take the following actions: 1) Approve the Visitor Attraction District Annual Assessment Report for FY 2013-2014; 2) Adopt a Resolution of Intention to Levy an Assessment for Improvements and Activities for Fiscal Year 2013-2014 within the Woodland Visitor Attraction District; and 3) Schedule a public hearing for July 2, 2013 to consider any written or oral protests to the levy of the assessment

12. Intent to Levy Assessment: Spring Lake and Gateway Lighting & Landscaping Districts
Recommendation: that the City Council approve and adopt 1) Resolution ____ to Initiate Proceedings for the Annual Levy and Collection of Assessments; Resolution ____ to Preliminarily Approve the Engineer's Annual Levy Report and the Levy and Collection of Annual Assessments; and 3) Resolution ____ Declaring Intention to Conduct a Public Hearing on July 2, 2013 for the Spring Lake and Gateway L&L Districts

13. $1,367,600 City of Woodland - Community Facilities District No. 2004-1 (Spring Lake) Subordinate Special Tax Bonds, Series 2013B
Recommendation: City Council approve Resolution No. _____ authorizing the execution and delivery of a bond issuance agreement; authorizing the issuance of subordinate special tax bonds, and approving certain other actions related thereto. The

proceeds of these bonds will be used to reimburse first release property owners for oversizing infrastructure within the Spring Lake Specific Plan

14. Amendment of Sections 14A-7-2, 14A-7-03 and 14A-7-9 and Deletion of 14A-7-14 of the Woodland Municipal Code Relating to Administrative Citations
Recommendation: that the City Council approve the amendments of Sections 14A-7-2, 14A-7-3 and 14A-7-9 and the deletion of section 14A-7-14 of the City of Woodland Municipal Code as stated in alternative 1

15. Amendment of Chapter 15A of the Woodland Municipal Code Relating to Aggressive Solicitation
Recommendation: that the City Council approve the amendments to Chapter 15A of the City of Woodland Municipal Code relating to aggressive solicitation as stated in alternative 1

16. Fiscal Year 2013/14 Budget
Recommendation: that the City Council (1) adopt Resolution No. _____ approving the Fiscal Year 2013-2014 Annual Budget of $171,676,735, which includes the budgets for the Capital Improvement Program, the Woodland Finance Authority and the Successor Agency to the former Woodland Redevelopment Agency, and (2) authorize related actions, including issuance of layoff notices to employees

J. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint City Council/Woodland Finance Authority Regular meeting of the City of Woodland scheduled for Tuesday, June 18, 2013 was posted on June 14, 2013 in the outside display case at City Hall, 300 First 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
informational item

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Long Range Calendar

Recommendation for Action

Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

Background

This calendar is being provided for planning purposes only and is intended to keep the Council apprised of upcoming agenda items and better plan for upcoming Council meetings.

Prepared by: Ana Gonzalez
City Clerk

Reviewed by: Paul Navazio
City Manager

Paul Navazio
City Manager

Attachment

COUNCIL LONG RANGE CALENDAR

Items subject to removal and/or rescheduling

Tuesday, July 2, 2013	**Reports due 6/18**	**Regular Meeting**

Approve Plans and Specification for Clark Field Backstop Replacement Project CIP #13-07 and Authorize Bid Advertisement
Accept Public Improvements for Subdivision 4675; Parkside
Freeman Park Project Contract Award
City Manager Contract Authority over Council Recess
Consideration of Expansion and/or Relocation of Woodland Motors
Consultant Agreement for Assistance on Energy Conservation Projects
Revise Ordinance related to Administrative Citations (2nd reading - Consent)
Pan Handling (2nd Reading – Consent)
YMCA Lease Agreement
License Agreement with 711 Main Street
Fact-finding Panel Report and Recommendations – Woodland Prof. Firefighters Assoc.
Authorization of Financing Plan for Surface Water Project

Public Hearings

Visitor Attraction District Resolution of Confirmation Public Hearing
Public Hearing on Waste Management Liens

Tuesday, July 16, 2013	**RECESS**	**Regular Meeting**

Tuesday, August 6, 2013	**RECESS**	**Regular Meeting**

Tuesday, August 20, 2013	**Reports due 8/6**	**Regular Meeting**

Prop 218 Public Hearing – Sewer Rates

WOODLAND GENERAL PLAN UPDATE – UPCOMING EVENTS

2013

Sep 17	City Council #4 (adopt Housing Element) (submit to HCD no later than 10/18)
Oct 10	Combined CC#5/PC#6 (preferred land use plan; policy development)
Oct 15	Combined CC#6/PC#7 (preferred land use plan; policy development) (if needed)

2014

Jun	City Council #7 and 8 (hearings and adoption)

FUTURE AGENDA ITEMS – DATE TO BE DETERMINED:
Regional Parksite Analysis Status Report – **TBD**
Weed Abatement Ordinance
Verizon Cell Tower Communication License Agreement
FUTURE STUDY SESSIONS (TBD):
City Council Goals/Progress Report
Street/Sidewalk Annual Status Report
Climate Action Plan
Update Economic Development Strategic Plan

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
1.

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Fourth of July Celebration

Recommendation for Action

This report outlines the activities that will occur on the Fourth of July. The events were planned by volunteers in the community and are only made possible through generous donations from individuals, organizations, and businesses. Events will be held during the day culminating with the City's 21th annual fireworks show at Woodland High School.

Fiscal Impact

The City events (Bike Parade, Freeman Park Family Fun Fest, and Fireworks Celebration) are funded by sponsors with over $27,000 being donated by thirty sponsors. Continuing with sponsorship tradition, PG&E is again the Grand Finale sponsor. Other sponsors include: Nugget Markets, Food 4 Less, Waste Management, Best Best & Krieger, Woodland Elks Lodge, Adams Grain, Conway Preservation Group, Clark Pacific, Woodland Healthcare, Woodland Chamber of Commerce, Denny Design, The Wave, RDM Audio Visual Rentals, Main Street Music Studios, Colombara's Cabinet & Millwork, Inc., BlackPine Catering and Eventing, Edward Jones – Tom Galeazzi, Gayle Manufacturing Company, Andy Gagnon Landscaping, Inc., Jim Hilliard State Farm Insurance Companies, Monley Cronin, Inc., Meridian Pacific, Inc., Sheffield Real Estate, Dr. Glen Warganich-Stiles and Dr. Bill Marble, NDP Site Locating Consulting, Woodland Recreation Foundation, Davies Enterprises, Tom & Meg Stallard, Pioneer Investors, Turn of the Century, Valley Tire Center, Lawson Property Management, The Wiseman Company LLC, Wraith, Scarlett & Randolph, and WD Technologies, Inc.

Summary of Events

A full day of activities have been planned in the City thanks to the generous donations from businesses and individuals and as a result of committed volunteers that have spent months planning the events. Activities and their sponsors include:

- Woodland Schools Foundation 5-3-1 Run!: A 1 mile, 5k, and 5 mile run/walk for all ages kick's off the day's events at 7:30 a.m. at Pioneer High School. The Woodland Schools Foundation and Fleet Feet Sports host this event to raise funds for Woodland schools.

- Annual Pancake Breakfast: A pancake breakfast will be held at Fire Station #3 from 8:00 a.m. to 11:00 a.m.. This event is sponsored by the Woodland Professional Firefighters Association with proceeds being used for the Community Flag Project.

- Bike Parade and Freeman Park Family Fun Fest: This family favorite is held at Heritage Plaza and begins at 9:00 a.m. with kids and adults decorating their bikes or scooters and then "parading" before celebrity judges. Decorating and registration begins at 9:00 a.m., judging begins at 10:00 a.m., and the parade kicks off at 11:00 a.m. Prizes are awarded in various categories and after winners are announced, all participants "parade" down Main Street to Freeman Park. This event was planned by the City of Woodland Parks & Recreation Commission, Woodland Bike Campaign, and the Historic Woodland Downtown Business Association. Prizes include tickets to River Cat's games donated by PG&E and Tom & Meg Stallard. Bayside Church members will also continue their tradition of supplying refreshments and overseeing the decoration station. For the second year in a row, Watermelon Music has donated the use of a PA System for the event. The activities for the Freeman Park Family Fun Fest include entertainment by Crawford & Perkes, fresh fruit provided by La Superior Mercado, food vendors, bounce houses, and face painting. Ken's Bikes will also be at the park to conduct free bike safety inspections. Valet bike parking will also be available. This event is from 11:00 a.m. to 1:00 p.m. The planning of this event was spearheaded by Maria Contreras Tebbutt, Woodland Bike Campaign.

- Swim Fest: A free event for all ages, this popular Swim Fest is held at the Charles Brooks Community Swim Center from 1:00 p.m. to 4:00 p.m.

- Ice Cream Social: An old fashioned ice-cream social, with entertainment, will be held from 1:00 p.m. to 3:00 p.m. at the Woodland Community & Senior Center. This annual event is organized and sponsored by Senior Center Computer Club.

- Fireworks Celebration: The pre-fireworks festivities begin at 6:00 p.m. at Woodland High School. Bounce houses, obstacle courses, games, music, and food will be available. Woodland High School clubs and student groups will be selling food and refreshments. The planning efforts for this event would not be possible without the ongoing collaboration with Woodland High School and Woodland Joint Unified School District staff. Following a traditional Honor Guard ceremony conducted by the American Legion and the singing of the National Anthem by Rachael Singleton, a spectacular fireworks show is scheduled to begin around 9:00 p.m. It is anticipated that the fireworks event will switch back-and-forth each year between Woodland High School and Pioneer High School.

Prepared by: Christine Engel
Recreation Manager

Paul Navazio
City Manager

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
2.

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Water Meter Project, Phase 3, CIP 12-09; Approve Consultant Agreement

Recommendation for Action

Staff recommends that the City Council approve a consultant services agreement for inspection services for the Water Meter Project Phase 3 (CIP #12-09) and the relocation of a PG&E gas main with Psomas Engineering up to an amount of $125,000 and authorize the City Manager to execute the agreement.

Fiscal Impact

For the Phase III Water Meter Project, the total project budget is $1,300,000 consisting of $1,200,000 currently programmed with an additional $100,000 programmed in the 13/14 fiscal year. The project is funded with water enterprise funds. Staff has recommended that the City Council award the Construction Contract in the amount of $891,112 to GM Construction and Developers.

The PG&E inspection services will be performed with a pass through billing agreement and will only be spent if the funding from PG&E is on deposit.

There is no impact to the General Fund.

Background

The City is in need of inspection services for the Phase III Water Meter project and the PG&E gas main relocation project. The City will be providing construction management for the water meter project. Approximately $105,000 of the contract will be allocated to cover the inspection needs for the water meter project. Approximately $20,000 of the contract will be allocated to cover the inspection needs for the PG&E gas main relocation work. The PG&E inspection work will likely be covered primarily with City staff. Depending on the current project workload and the need for night time inspection work, there will likely be a need for supplemental contract inspection for the PG&E project.

In September of 2009, Psomas was selected by the City to perform construction management and inspection services for the Phase 2 Water Meter Project. The phase 3 project is merely a continuation of phase 2. Staff from Psomas assisted in the investigation and identification of the outstanding water meters locations during their work on the phase 2 project. Psomas is uniquely qualified for this project due to their prior experience and knowledge of this project.

Discussion

The installation of water meters on existing water services requires a significant amount of inspection time. The contractor will be working on private property. This will require additional public relations effort. The inspector will need to be present or quickly available to answer the questions the owners will have (due to short term loss of water), insure that the contractor follows the required sanitary procedures, and to minimize delays due to unforeseen site conditions

The work to be performed by PG&E includes the relocation of an 8" gas main as it passes through the East Main Street/Pioneer Avenue intersection and continues south on Pioneer Avenue, Bourn Drive and Harry Lorenzo Avenue (former County Road 101). The project extends from just north of Farmers Central Road to Tide Court. The work at the East Main Street/Pioneer Avenue intersection is expected to be performed at night.

Conclusion

Staff recommends that the City Council approve a consultant services agreement for inspection services for the Water Meter Project Phase 3 (CIP #12-09) and the relocation of a PG&E gas main with Psomas Engineering up to an amount of $ 125,000 and authorize the City Manager to execute the agreement.

Prepared by: James Heath
Associate Civil Engineer

Reviewed by: Brent Meyer
City Engineer

Reviewed by: Ken Hiatt
Community Development Director

Paul Navazio
City Manager

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
3.

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Water Meter Project, Phase 3, CIP 12-09; Award Construction Contract

Recommendation for Action

Staff recommends that the City Council award the Construction Contract in the amount of $891,112 to GM Construction and Developers for the Water Meter Project, Phase 3, CIP 12-09.

Fiscal Impact

The total project budget is $1,300,000 consisting of $1,200,000 currently programmed with an additional $100,000 programmed in the 13/14 fiscal year. The project is funded with water enterprise funds. The difference between the total project budget and the contract award amount is the amount budgeted for design, construction contingency and construction management.

There is no impact to the General Fund.

Background

Phase 3 of the meter implementation project will install meters on approximately 275 individually owned single-family residential and landscape services located in six planned unit development and/or condominium projects. Additionally, there are a handful of remaining unmetered commercial connections discovered since the completion of the Phase 2 Project that have been added to this project. With the completion of CIP 12-09, Water Meter Implementation Phase 3, the City will have all water connections metered and on consumption-based billing.

On April 23, 2013 Council rejected all previous bids submitted and approved revised plans and specifications and authorize bid re-advertisement. The bid period commenced May 3, 2013.
On May 23, 2013 the City received 3 (three) bids for construction of this project.

The City received the following bids:

Bidder's Name	Base Bid Amount	Add Alternate	Total Award
GM Construction & Developers	$876,887.00	$14,225.00	$891,112.00
Teichert Construction	$1,074,348.00	$12,010.00	$1,086,358.00
Whitehawk Construction	$1,116,982.00	$19,470.00	$1,136,452.00
Engineer's Estimate	$706,937.50	$8,300.00	$715,237.50

Staff has performed due diligence in reviewing the bids and all bids comply with the technical submittal requirements. Staff anticipates construction starting in early July 2013 and completion on or about mid November 2013. There is sufficient funding to award the bid alternate. Staff is recommending that this work be added in order to place meters at all locations.

Conclusion

Staff recommends that the City Council award the Construction Contract in the amount of $891,112 to GM Construction and Developers for the Water Meter Project, Phase 3, CIP 12-09.

Prepared by: Tamera Burnham
Assistant Engineer

Reviewed by: Brent Meyer
City Engineer

Reviewed by: Ken Hiatt
Community Development Director

Paul Navazio
City Manager

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
4.

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Public Works Quarterly Status Report for the period of March through May 2013

Recommendation for Action

Staff recommends that the City Council accept the Public Works Department's Quarterly Status Report Summary for the period of March through May 2013.

Background

The Public Works Department's Quarterly Status Report includes a summary of the activity of all divisions within the Department. In lieu of providing comprehensive monthly status reports to the City Council via the Agenda packet, the City Council will now receive Summary Reports on a quarterly basis. Specific information about items in the Status Report is available on request.

In addition, the monthly status reports are now available on the City's website under Public Works.

Prepared by: Johanna Currie
Senior Management Analyst

Reviewed by: Gregor G. Meyer
Public Works Director

Paul Navazio
City Manager

Attachment

Public Works Department

Quarterly Status Report

March through May 2013

For the Months of March-May 2013		
Division	**Service Requests**	**Work Orders**
Administration	1,435	-
Electrical	75	206
Environmental Services*	602	66
Facilities	130	209
Fleet**	-	445
Parks	23	331
Pretreatment*	107	105
Sewer	48	416
Signs & Markings	11	127
Storm Drain	35	70
Streets	41	106
Urban Forestry	127	172
WPCF***	-	78
Water	1,046	391
Grand Total	**3,680**	**2,722**

Service Request – Every time a request for Public Works services is made by phone call, written request, emailed request, or an actual one-on-one request to a PW employee, a **'Service Request'** is generated. This builds a computerized record of all requests made.

Work Order – A **'Work Order'** is created each time a work crew or individual is assigned a task as a result of either service requests, pre-planned maintenance projects, or by other situations as they arise. This produces a database of work accomplished and the time and materials it took to do the work.

Total for Calendar Year 2013 (Cityworks only) Through 5/31/2013	
Service Requests	Work Orders
4,710	**3,962**

65 Working Days This Quarter = 57 Requests for Service per Day

*Environmental Services' and Pretreatment track requests for service outside of Cityworks; their Service Requests totals are not included in the Calendar to Date totals.

**Fleet Services track their work orders on a separate system called Faster. Fleet Work Order totals are not included in Calendar to Date totals.

***WPCF uses MP2, a maintenance management software that tracks work orders similar to the way we track work orders in Cityworks. WPCF Work Order totals are not included in Calendar to Date totals.

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM **5.**

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Approve Increase to the Utility Bill Subsidy for Low-Income Residential Households

Recommendation for Action

Staff recommends that the City Council approve: 1) Change program name from Water Assistance Program to Utility Assistance Program; and 2) The increase of utility bill assistance to low-income residential households from the current program of $15/month for 3 months to $58.75/month for 3 months.

Fiscal Impact

The Utility Assistance Program is fully funded through Community Development Block Grant (CDBG) funds with $9,000 from previous fiscal year awards and an additional $6,000 awarded for FY 2014 for a total of $15,000 available to expend for FY 2014. Funding was approved by City Council on May 21, 2013 as part of the CDBG FY 2013-14 Annual Action Plan.

Background

Proposition 218 prohibits the subsidy of any utility (water/sewer) rates from being financed by utility funds collected by established rates. Therefore, no other program funding is available except from CDBG. The CDBG regulates providing utility assistance to low-income households in that the assistance does not exceed three consecutive months. On November 3, 2009 City Council directed staff to develop a Utility Assistance Program utilizing CDBG funds to help minimize the impacts of the rate increases for those who qualify for the program. The Water Assistance Program was created and has continuously provided a $15.00/month subsidy on the water portion of the utility bill for 3 months for a total of $45/year for qualified low-income households since September 2010.

To qualify for the program the following criteria must be met:

- The program is offered to residents of residential property only

- The person/household applying must live at the address where the discount would be received
- The person/household applying is the property owner or has an executed lease for the property (the lease must be provided)
- The resident must be enrolled in PG&E's CARE or FERA Programs and provide proof of enrollment
- The water meter may only service one property
- The resident must reapply annually
- Customers must notify the City of Woodland's Finance Department if their household no longer qualifies for the discount

Approximately, 7,000 low-income Woodland households are enrolled in PG&E's CARE/FERA Program. However, the amount of households enrolled in the Water Assistance Program has only averaged 37 per year. To secure funding from CDBG, the awarded money should be fully expended before the end of the fiscal year and due to poor enrollment that has not occurred.

The Water Assistance Program has to apply every year to CDBG to secure funding and to compete with other public assistance programs in Woodland. To ensure future funding and larger participation from the community, the Water Assistance Program changed to the Utility Assistance Program on the grant application for FY 2014. The proposed subsidy increase, as approved by City Council, is $38.75 for the fixed water rate and $30.00 for the fixed sewer rate portion of the utility bill for a total of $58.75/months subsidy for three months or $176.25/year for low income residential utility rate payers that meet the program requirements. The proposed subsidy increase would attract more applicants and provide more relief to the applicants that do apply every calendar year. Water rates are increasing by 17% every year for the next 3 years and sewer rates are planned to increase next fall.

Discussion

The Utility Assistance Program needs increased awareness in the community to provide greater assistance to low-income utility customers. The changes to the program benefit low-income residents of Woodland that are experiencing higher cost for utilities and need this assistance during these difficult economic times. Public outreach of the increase to the subsidy will help attract more customers to the program. The planned outreach is a bilingual billing insert to go out this summer, a revised bilingual application, press release of the program changes, and a revised webpage. Fliers and applications will be available at all city facilities and water conservation outreach events.

Conclusion

Staff recommends that the City Council approve: 1) Change program name from Water Assistance Program to Utility Assistance Program; and 2) The increase of utility bill assistance to low-income residential households from the current program of \$15/month for 3 months to \$58.75/month for 3 months.

Prepared by: Sherry Kimura
Engineering Technician II

Reviewed by: Brent Meyer
Principal Civil Engineer

Reviewed by: Ken Hiatt
Community Development Director

Paul Navazio
City Manager

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
6.

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Public Hearing: Gibson Ranch Lighting & Landscaping District

Recommendation for Action

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the Gibson Ranch Lighting and Landscaping District.

Fiscal Impact

The FY2013/14 Engineer's Report includes an inflation factor of 1.499%, which increases the assessment of a single family home from $291.63 in FY2012/13 to $296.00 in FY2013/14; an increase of $4.37. If approved, the proposed assessment for the District would generate $636,156 in revenues. The revenues generated in this District will cover ongoing operating expenditures.

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 21, 2013, 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 June 18, 2013. The Engineer's Report was attached to the May 21 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 FY2005/06, 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 FY2004/05 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 FY2010/11 report and assessment. The FY2013/14 Engineer's Report continues to apply an annual escalation factor based on the Engineering News Record Common Labor Cost Index; for FY2013/14 this factor is 1.499%.

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 21, 2013 Council meeting. The 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.

Recommendation for Action

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 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

Attachment

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 2013/2014.

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, 2013, and ending June 30, 2014, 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, 2013, and ending June 30, 2014.

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 __________, 2013.

____
Marlin H. Davies, 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 ____________, 2013, 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 7.

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Public Hearing: North Park Lighting & Landscaping District

Recommendation for Action

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the North Park Lighting and Landscaping District.

Fiscal Impact

The FY2013/14 Engineer's Report calculates the assessment of a single family home to be $215.40, which is unchanged from FY2012/13. If approved, the proposed assessment for the District would generate $26,710 in revenues, which are sufficient to cover ongoing operating costs.

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 North Park L&L District.

The North Park L&L is located in the northeast portion of the City, generally north of Kentucky Avenue, west of North West Street and east of County Road 98. The District was formed in 1993 and reached the maximum allowable assessment of $215.40 per single family home in 1997; there are no provisions for future CPI adjustments and any rate increases would require a property owner ballot proceeding.

On May 21, 2013, 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 June 18, 2013. The Engineer's Report was attached to the May 21 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 May 21, 2013 Council meeting. The 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.

Recommendation for Action

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the North Park Lighting and Landscaping District.

Prepared by: Adam Devlin
Accountant

Reviewed by: Kim McKinney
Finance Officer

Paul Navazio
City Manager

Attachment

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 NORTH PARK LIGHTING AND LANDSCAPING DISTRICT, FISCAL YEAR 2013/2014.

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: North Park Lighting and Landscaping 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 been presented to this City Council the "Final Engineer's Annual Levy 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 special 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.
- **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, 2013, and ending June 30, 2014, 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, street lighting and park lights, park area and park equipment, park perimeter fencing, noise walls, 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 North Park Lighting and Landscaping 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, 2013, and ending June 30, 2014.

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.

PASSED, APPROVED, AND ADOPTED THIS ________ day of ___________, 2013.

____
Marlin H. Davies, 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 __________, 2013, 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
8.

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Public Hearing: Streng Pond Landscape Maintenance District

Recommendation for Action

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the Streng Pond Landscape Maintenance District.

Fiscal Impact

The FY2013/14 Engineer's Report calculates the assessment of a single family home to be $79.10, which is unchanged from FY2012/13. If approved, the proposed assessment for the District would generate $14,436 in revenues, which are sufficient to cover ongoing operating costs.

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 Streng Pond Landscape Maintenance District.

The Streng Pond District is located in the southwest portion of the City, generally north of Gibson Road, west of Cottonwood Street and east of County Road 98. The District was formed in 1985 and reached the maximum allowable assessment of $79.10 per single family home in 1995; there are no provisions for future CPI increases. The City attempted a property owner ballot proceeding in 1998 to increase the assessment to cover rising costs within the District, however the effort was unsuccessful.

On May 21, 2013, 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 June 18, 2013. The Engineer's Report was attached to the May 21 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 May 21, 2013 Council meeting. The 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.

Recommendation for Action

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the Streng Pond Landscape Maintenance District.

Prepared by: Adam Devlin
Accountant

Reviewed by: Kim McKinney
Finance Officer

Paul Navazio
City Manager

Attachments

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 STRENG POND LANDSCAPING MAINTENANCE DISTRICT, FISCAL YEAR 2013/2014.

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: Streng Pond Landscaping Maintenance 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 been presented to this City Council the "Final Engineer's Annual Levy 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 receive special benefit by the operation, maintenance and servicing of improvements, located within the boundaries of the District; and,

- **ii)** The 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, 2013, and ending June 30, 2014, 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 ground cover, turf, shrubs, and trees; irrigation and drainage systems and all necessary 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 Streng Pond Landscaping Maintenance District and such money shall be expended only for the maintenance, operation and servicing of the improvements as described in Section 3.

<u>Section 6</u> The adoption of this Resolution constitutes the District levy for the Fiscal Year commencing July 1, 2013, and ending June 30, 2014.

<u>Section 7</u> 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.

<u>Section 8</u> 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 final approval of the Report.

PASSED, APPROVED, AND ADOPTED THIS ________ day of __________, 2013.

____
Marlin H. Davies, 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 ___________, 2013, 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
9.

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Public Hearing: West Wood Lighting & Landscaping District

Recommendation for Action

Staff recommends that the City Council conduct a public hearing and adopt Resolution No. ____ to approve the fiscal year 2013/2014 annual levy report and order the levy and collection of the assessment within the West Wood Lighting and Landscaping District.

Fiscal Impact

The FY2013/14 Engineer's Report proposes to decrease the assessment on a single family home from $541.92 in FY12/13 to $507.96. If approved, the proposed assessment for the District would generate $19,302, which is sufficient to cover ongoing operating costs.

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 West Wood L&L District.

The West Wood L&L is located in the northeast portion of the City, generally to the north of Kentucky Avenue, south of Quail Drive, east of Dove Drive and west of Mallard Drive. The District was formed in 2004 and is currently being assessed at the maximum allowable rate; however, the District formation report included an annual CPI escalator, which can continue indefinitely.

On May 21, 2013, 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 June 18, 2013. The Engineer's Report was attached to the May 21 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 May 21, 2013 Council meeting. The 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.

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 West Wood Lighting and Landscaping District.

Prepared by: Adam Devlin
Finance Officer

Reviewed by: Kim McKinney
Finance Officer

Paul Navazio
City Manager

Attachment

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 WEST WOOD UNIT NO. 1 LANDSCAPING AND LIGHTING DISTRICT, FISCAL YEAR 2013/2014.

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: West Wood Unit No. 1 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 taxbills 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, 2013, and ending June 30, 2014, 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, Local Street lighting facilities, parks and related equipment replacement, fencing and block walls, storm drainage detention basin, 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 West Wood Unit No. 1 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.

<u>Section 6</u> The adoption of this Resolution constitutes the District levy for the Fiscal Year commencing July 1, 2013, and ending June 30, 2014.

<u>Section 7</u> 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.

<u>Section 8</u> 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 ___________, 2013.

____
Marlin H. Davies, 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 __________, 2013, 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
10.

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Appointment of Parks and Recreation Commissioners and Library Board Members

Recommendation for Action

On June 3, 2013, Mayor Davies and Vice Mayor Stallard interviewed applicants for the Parks and Recreation Commission and on June 13, 2013, Council Members Marble and Denny interviewed applicants for the Library Board.

Council is asked at this time to consider and appoint collectively the members to the Parks and Recreation Commission as recommended by Mayor Davies and Vice Mayor Stallard and the members to the Library as recommended by Council Members Marble and Denny.

Prepared by: Ana Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment: Applications (Council Only)

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
11.

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Approval of the Visitor Attraction District Annual Assessment Report for Fiscal Year 2013-2014, Adoption of Resolution of Intention to Levy an Assessment for Improvements and Activities for Fiscal Year 2013-2014 within the Woodland Visitor Attraction District, and Scheduling of Public Hearing

Recommendation for Action

Staff recommends that the City Council take the following actions: 1) Approve the Visitor Attraction District Annual Assessment Report for FY 2013-2014; 2) Adopt a Resolution of Intention to Levy an Assessment for Improvements and Activities for Fiscal Year 2013-2014 within the Woodland Visitor Attraction District; and 3) Schedule a public hearing for July 2, 2013 to consider any written or oral protests to the levy of the assessment.

Background

On July 6, 2004, the City Council unanimously supported the adoption of a Resolution of Intention to establish the Woodland Visitor Attraction District ("BID") pursuant to the Parking and Business Improvement Area Law of 1989. On July 27, 2004, Council held a public hearing to approve Ordinance No. 1404 establishing the District. Ordinance No. 1404 authorized the levying of a 1% assessment on room occupancy, in addition to the Transient Occupancy Tax ("TOT"), upon all hotel/motels establishments in the City of Woodland.

A requirement of the Parking and Business Improvement Area Law of 1989 is that the assessment levy be renewed every fiscal year. In order to renew the assessment, the City Council needs to: (1) approve an assessment report; (2) adopt a resolution of intention; (3) conduct a public hearing; and (4) absent a majority protest, adopt a resolution confirming the assessment report.

The assessment is to be forwarded to the Yolo County Visitors Bureau ("Visitor's Bureau"), which promotes tourism and visitor attraction. The Visitor's Bureau, which is governed by a Board of Directors, is a non-profit entity. The Visitor's Bureau is also supported by its partners-- the cities of Davis, Winters, and Woodland, as well as the University of California at Davis.

The hoteliers have remained supportive of the BID since 2004 and the Woodland City Council has annually adopted the renewal of the BID since its formation. The hoteliers remain supportive of the BID and request that the City adopt its renewal for 2013-2014.

The hoteliers have voted to assess themselves in order to provide the Visitor's Bureau with funds to assist in increasing travel, tourism and overnight stays in Woodland. As required, all of the hotels in Woodland participate, representing a total of approximately 600 rooms. To date, the work that the Visitor's Bureau has done continues to be productive. The 2013/2014 Annual Assessment Report (Attachment 2) describes some of the activities and publications produced this year.

Distribution of Media and Social Media

- Facebook page: https://www.facebook.com/#!/VisitYoloCounty?fref=ts and twitter accounts are used to post events and information and help to support the businesses that are "friends" and "followers" of the social media pages.
- www.yolocvb.org or www.yolocvb.net –website continues to be upgraded
- Production/distribution of YCVB promotional video; Guide to Woodland Restaurants; Display ad in Visit California's *Road Trip 2013, Via Magazine and Sacramento Magazine.*

In the past year, media coverage has included:

- TV segments—15: outlets include: News 10, NBC Sacramento, Good Day Sacramento, KCRA, Fox 40, and Sac & Co.
- Website Articles or Event Listings—40: sites include: SacTown Magazine, Cycling Examiner, LA times Travel Calendar, California Outdoors, and Weekend Adventures
- Regional Magazine Articles or Event Listings—20: Publications include: Sunset Magazine, SacTown Magazine, Destination, RV Journal, Via Magazine, and Association News
- Newspaper Articles or Event Listing: Newspapers include: SF Chronicle, LA Times, Daily Democrat, Sacrament Bee, Modesto Bee, Vacaville Reporter, and the Contra Costa News

Woodland specific coverage included: adding new pages to the website with content about the following: "Now Open: The Cup & Saucer" and "Woodland's Downtown Antique Stores". For more information, please see the attached letter provided by Alan Humason, Executive Director.

Letters of support for the Visitor's Bureau have been received from YoloArts and Meg Stallard commending the efforts of the Visitor's Bureau over the past year and are attached.

The Visitor's Bureau worked its first full calendar year with a new Sales Director and a clear goal of gaining new events and meeting businesses through client meetings with various organizations; memberships, attending conferences, hosting tours which led to several leads and a couple of bookings. To expand this effort the Visitor's Bureau Board established a Sales Committee who is tasked to focus on identifying potential business opportunities and increase exposure.

Staff is recommending that Council provide direction to continue the process for the renewal of the annual 1% assessment of Visitor Attraction District. This process includes the approval of the Visitor Attraction District Assessment Report for Fiscal Year 2013-2014; adopt a Resolution of

Intention to Levy an Assessment for Improvements and Activities for Fiscal Year 2013-2014 within the Woodland Visitor Attraction District (BID); and schedule a public hearing to consider any written or oral protests to the levy of the assessment.

Discussion

Over this past year, the Woodland Hotel BID 1% assessment has continued to grow from its lowest assessment in FY09/10 at approximately $77,000 to $89,500. The year's 1% assessment is just shy of reaching the BID peak revenues of 2007-2008 when the economy began its decline. In 2008-2009, the city worked aggressively to market the Community Center as a sporting destination at the same time the economy was experiencing the deepest recession since the 1920's. The success of the BID can be largely attributed to the strong collaboration between the City, the Visitor's Bureau, and the hoteliers to market the community as a destination and offer competitive hotel packages for visitors. As the city climbs out of the economic depression, TOT is expected to increase by eight percent (8%) for an estimated revenue of $95,000 for FY 13/14.

Executive Director Alan Humason has been at the lead for the Visitor's Bureau since March, 2011. He endeavors to implement a flexible, collaborative approach to the administration of the Visitor's Bureau. The Board has increased from 12 to 15 members with a greater representation of hotel establishments. The Board Chair is Wayne Ginsberg. The mission of the Visitor's Bureau is "to enhance the visitors' experience by facilitating the integration of the community and regional resources and assets". Wayne continues to ensure that Woodland is effectively represented since his term as Chair began last year. Board meetings continue to rotate among the partner communities and regular updates are provided by city partners in a constant effort to work together and market Yolo County, and the Visitor's Bureau has redirected its focus to local and regional marking. Sales Director Dawn Adams was hired this year and has worked with the City to market the Community Center and sporting events.

In addition to the past year's activities, the Visitor's Bureau has proposed the following additional activities to market Yolo County regionally. These updated operations also have and will continue to contribute to the success of the Visitor's Bureau:

- Expanded coverage via Service Engine Marketing-targeting visitor's interested in Yolo County offerings
- Jack Rabbit: A new booking function on the Visitor's Bureau website that allows for direct booking at local hotels
- Monthly newsletter
- Inclusion in a smart phone app for the Central Valley

<u>2013-2014 Goals of the Visitor's Bureau</u>

- Increase collaborative efforts with hotels, museums, wineries and local venues
- Actively assist in planning of local events
- Refresh the website with added "Send Me Information" and newsletter-sign up features plus travel blog

- Develop Mobile Phone Application
- Increase Public Relations efforts
- Increase use of social media: Pinterest, Facebook, Twitter, LinkedIn, etc.
- Implement "best practices"

Below is a list of some of the Visitor's Bureau supported events and initiatives in Woodland for 2013-14:

- July 4 Celebration
- Hot Summer Nights series
- Hot Rod Cruise 2013
- Stroll Through History "Stroll and Stay" packages
- Annual Woodland Tomato Festival
- Gable MansionTour-MayFest 2014
- Woodland Free Museum Day
- Yolo County Fair
- Woodland Festival of Trees
- Woodland Dynamite Chili Cook-off
- Scottish Games and Festival
- YoloArts Workshop and First Friday Art Walks

Fiscal Impact

The renewal of the one percent (1%) assessment, $89,487 was received over the past 4 quarters. There is minimal direct fiscal impact on the City. Hoteliers submit their 1% assessment to the City along with their ten percent (10%) TOT. City staff processes the 1% assessment as a "pass through" to the Visitor's Bureau. Annual staff costs for the pass through of funds are estimated to be approximately $1,500 and considered an in-kind contribution to the YCVB as part of the City's economic development program in a continued effort to market Woodland and strengthen the City's economic viability.

Revenues received by the Visitors Bureau are primarily generated from the 1% assessment contributed from partner jurisdictions. The estimated overall budget is $311,892. Additional services provided to partner cities is provided on a "fee for service" basis. The proposed budget is attached.

Public Contact

On May 23 and June 4, 2013, staff discussed the 2012-2013 programs with Alan Humason, YCVB Executive Director regarding completed activities and the proposed activities and marketing program for FY12-13. The attached Visitor's Bureau letter highlights his efforts over the past year. The Notice of Public Hearing for the July 2, 2013 will be published in the Daily Democrat and certified mail sent to the Woodland hoteliers.

Conclusion

Staff recommends that the City Council take the following actions: 1) Approve the Visitor Attraction District Annual Assessment Report for FY 2013-2014; 2) Adopt a Resolution of Intention to Levy an Assessment for Improvements and Activities for Fiscal Year 2013-2014 within the Woodland Visitor Attraction District; and 3) Schedule a public hearing for July 2, 2013 to consider any written or oral protests to the levy of the assessment.

Prepared by: Wendy Ross
Economic Dev. Manager

Reviewed by: Ken Hiatt
Community Development Director

Paul Navazio
City Manager

Attachments:

1. Resolution of Intention
2. 2013/2014 Annual Assessment Report
3. Proposed Budget 13/14
4. Letters of support

RESOLUTION NO. _____

A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO LEVY AN ASSESSMENT FOR IMPROVEMENTS AND ACTIVITIES FOR FISCAL YEAR 2013-2014 WITHIN THE WOODLAND VISITOR ATTRACTION DISTRICT

WHEREAS, the City of Woodland ("City") has the authority to levy assessments through a parking and business improvement area pursuant to the Parking and Business Improvement Area Law of 1989, California Streets & Highways Code section 36500 et seq.;

WHEREAS, on September 7, 2004, the City Council adopted Ordinance No. 1404 establishing a Woodland Visitor Attraction District ("District") and levying assessments;

WHEREAS, the District's area consists of the City in its entirety and is coextensive in its boundaries with the City;

WHEREAS, the mission of the District is to enrich the lives of the citizens by improving the economic resilience of existing Woodland businesses through promotion of cultural, athletic and educational events and programs that build upon the strengths of the region and the quality of community life;

WHEREAS, in order to levy an assessment for fiscal year 2013-2014, the City Council is required to approve an assessment report, adopt a resolution of intention, hold a public hearing and adopt a resolution confirming the report and adopting the assessment; and

WHEREAS, the City Council has approved the Visitor Attraction District (BID) Assessment Report for Fiscal Year 2013-2014, which is incorporated herein by reference.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY RESOLVE that it intends to levy and collect assessments within the Woodland Visitor Attraction District for fiscal year 2013-2014.

BE IT FURTHER RESOLVED that the assessment to be levied for the District shall be used to fund: the general promotion of business activities and visitor-oriented programs within the District, including the development of program materials, visitor guides and the creation of linkages with event sponsors to support additional conferences and events; the promotion of and participation in conferences, activities and public events which are to take place on or in public places within the District; the furnishing of music in any public place within the District; and, the decoration of any public place within the District. The Visitor Attraction District (BID) Assessment Report for Fiscal Year 2013-2014 on file with the City Clerk is hereby referenced for a full and detailed description of the improvements and activities to be provided for fiscal year 2013-2014, the boundaries of the District and the assessments to be levied upon the businesses within the District for fiscal year 2013-2014.

BE IT FURTHER RESOLVED that the City Council will hold a public hearing at 6:00 p.m. on July 2, 2013 in the City Council Chambers, 300 First Street, Woodland, California, on the levying of the assessment for fiscal year 2013-2014. At the public hearing, written and oral protests may be made. The form and manner of protests shall comply with California Streets & Highways Code sections 36524 and 36525. If written protests are received from and not withdrawn by the owners of businesses in the District which will pay fifty percent (50%) or more of the assessments to be levied, no further proceedings to levy the assessment, as set forth in this Resolution of Intention, shall be taken for a period of one year from the date of the finding of a majority protest by the City Council.

PASSED AND ADOPTED this ___ day of June, 2013 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Marlin H. "Skip" Davies, Mayor

ATTEST:

____
Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

____
Kara K. Ueda, City Attorney

COUNTY VISITORS BUREAU
Davis · Woodland · Winters
Clarksburg · Capay Valley

2013 – 2014 Annual Assessment Report

Prepared for

The City of Woodland

May 17, 2013

Yolo County Visitors Bureau
132 E Street, Suite 200 • Davis, CA 95616 • (530) 297-1900 • www.yolocvb.org

[illegible]

Yolo County Visitors Bureau
2013 – 2014 Annual Assessment Report

Our Mission: *To enrich the lives of our citizens by stimulating the economic activity of Davis, Woodland, Winters and unincorporated Yolo County businesses and organizations; to promote cultural, athletic, and educational events and programs that build upon the strengths of our region and the quality of our community life; and to enhance the visitors experience by facilitating the integration of the community and regional resources and assets.*

To accomplish our mission, the Yolo County Visitors Bureau is committed to these core objectives:

- To market the region in a way that maximizes the visitor experience while respecting the exceptional quality of life and environment we enjoy
- To compete aggressively with destinations throughout the region in attracting visitors
- To offer – and encourage – outstanding customer service
- To be a regional destination marketing organization that emphasizes partnerships, productivity, and maximum return on investment
- To share expertise on industry issues, trends, and product development with customers and stakeholders
- To measure and report the effectiveness of the organization in generating economic benefits for the community

Our Vision: *Yolo County is recognized as an exciting, welcoming destination for leisure tourism as well as for professional events and meetings, tapping the great economic potential of our amenities and attractions and enhancing the lives of our fellow citizens.*

The Yolo County Visitors Bureau (YCVB) markets the cities of Woodland, Davis, and Winters, and the surrounding unincorporated areas of Yolo County, as prime tourist destinations for events and activities, dining and food-related pursuits, entertainment, meetings, recreation, and overnight stays. The YCVB is the recognized leader of an integrated and influential destination marketing organization, working in close collaboration with numerous other agencies to achieve mutual goals. The YCVB provides a full range of information services to tourists and event planners through its website (www.yolocvb.org) and a series of informative brochures and publications.

We strive to create desire for people to be here.

The Value of Tourism in Yolo County

In 2011, tourists spent an estimated $289 million in Yolo County, a $20 increase over 2010. Tourism supports some 3,300 jobs county-wide and brings about $4 million in tax receipts to government coffers (source: *Visit California*).

Expectations are bright. Tourism is a leading engine of economic recovery and a leading indicator of consumer health. The percent of leisure travelers expecting to travel more in the coming year is approaching its highest level since before 2008—now 34.2%, up from 27.5%. More travelers—33.4%, up from 26.9%—expect to spend more money on their trips. What's more, visitors to California spend nearly $1 out of every $3 on culinary experiences: dining, wine-tasting, farm touring, visiting farmers markets—all solid, appealing, marketable stables of Yolo County.

Significantly, there has been a decrease in travelers actively seeking discounts or bargains—now 51%, down from 63% just three years ago. Correspondingly, ADR (Average Daily Rate) for hotels has steadily increased 6-10% since 2009. ADR is expected to rise 6% in the coming year. With no increase in hotel capacity in Yolo County for the foreseeable future, ADR and occupancy rates should continue to show healthy gains.

Nationally, San Francisco is projected to be the seventh most-popular destination city in the coming year: 8.9% of domestic travelers look to visit the Bay Area in the coming year (incredibly, Las Vegas is #1, at 33.8%). The YCVB is heavily focused on the Bay Area as a target market for residents as well as out-of-towners looking for "beyond the Bay" experiences.

Yolo County offers many venues and experiences that travelers most seek out and enjoy: good restaurants (70.3%), shopping (54.6%), visiting historical places (33.6%), sightseeing in rural areas (29.7%), attending art and cultural events (20%), and wine-tasting (13.7%). The YCVB is working hard to take advantage of these opportunities.

Summary of 2012/ 2013 YCVB Operations: This was a year of firsts for the YCVB. We produced our first-ever promotional video; conducted our first Search Engine Marketing (SEM) and Facebook campaigns; created a new partner/stakeholder newsletter; ran our first display ads in *Via* and *Sacramento* magazines, as well as orchestrated a co-op ad in Visit California's *Road Trip 2013*; published the first comprehensive *Guide to Woodland Restaurants*; recruited new Board Directors from Clarksburg and Capay Valley for the first time; debuted at important professional trade shows, including CalSAE Seasonal Spectacular; developed new business tools, including an online RFP form for event and meeting planners; became partners with the San Francisco Travel Association; and moved to our very own new offices in downtown Davis while establishing a regular presence in Woodland.

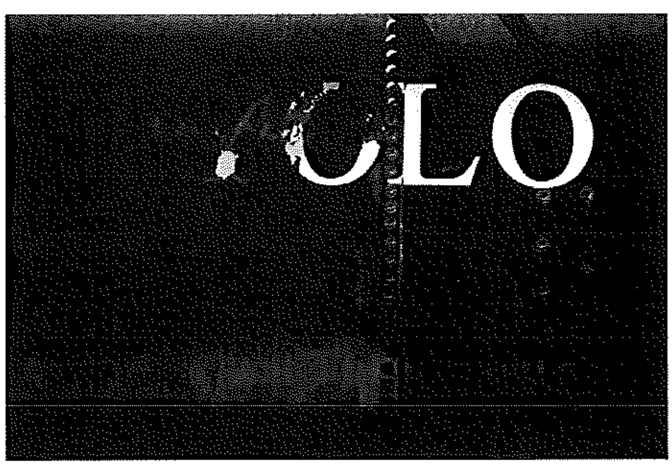
The organization's proactive leadership remains firmly committed to engaging the community it serves, to keeping up the momentum and spirit of cooperation that has marked the YCVB's progress over the past few years, and to bringing more visitors to our doors.

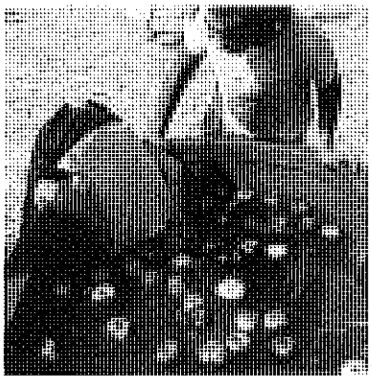
Organizational Goals:

- Collaborate with local groups, businesses, and venues to provide attractions for visitors
- Explore partnerships with mutual interest in developing tourism for our region
- Pursue a thoughtful, efficient sales and marketing effort targeting leisure and business clientele
- Aggressively promote our attractions and events to visitors
- Provide services that support local organizations in their tourism efforts
- Serve as the leading resource for travel industry perspective and knowledge
- Maintain a professional organization
- Strive to be positive and respectful in all aspects of our work

Strategies:

- Maintain a Board of Directors that represents different areas and types of attractions but operates for the good of the whole region
- Build and enhance cooperation with local entities
- Pursue the sales plan, including promotion of hotels to visitors as well as event and meeting planners
- Take an active role in helping to plan and promote events that draw visitors
- Participate in events and use our display booth as well as distribute publications
- Provide a Visitors Center with abundant resources
- Produce and distribute visitor publications
- Maintain a website that is attractive to visitors and residents and promotes all regional attractions and events without bias
- Pursue a vigorous program of outreach to generate press coverage
- Maintain association and seek active cooperation with local and regional tourism organizations





2012 / 2013 Accomplishments

Major achievements for the year included new promotions for our website and social media channels, pursuing our sales plan to increase hotel room nights by visitors and business guests, and gaining significant press coverage, including pages in large-circulation publications like *Sunset* and *Via*. We also participated in a number of committees and meetings focused on economic development, including DSIDE, Davis Downtown, Capay Valley Vision, the Woodland Chamber of Commerce Marketing Committee, and the City of Davis community task force for the Arts.

Selected Active Event Planning and Participation

- First Friday Art Walk (Woodland)
- 24th Annual Stroll Through History
- Woodland Free Museum Day
- Gibson House / Yolo County Historical Museum "Oktoberfest"
- Yolo County Fair
- Woodland Christmas Parade
- Annual Woodland Tomato Festival
- Woodland Dynamite Chili Cook-Off
- 134th Annual Woodland Scottish Festival and Games
- LiveStrong Challenge
- U.S. Bicycling Hall of Fame Induction Ceremony
- Holiday Christmas Tree Lighting
- Tour de Cluck
- Davis Farmers Market events
- Transmedia Art Walk
- UC Davis Decision Day and Fall Welcome
- Second Friday ArtAbout (Davis)
- Yolo County Booth at the California State Fair
- Winters Annual Youth Day
- Plein Air Festival / Roots to Wine "Art in the Park"
- Winters Outdoor Quilt Fest
- Winters Summer Concert Series
- Winters Earthquake Festival
- Winters first-ever Ag Tours
- Festival de la Comunidad and Carnitas Cook-Off
- Fall for Winters Festival and Family Holiday Festival
- Capay Valley Almond Festival and Blossom Trail
- Annual Mill-In (Yolo Wool Mill), Hoes Down (Fully Belly Farm) and many others

Distribution of Publications
While online and mobile technologies continue to rapidly expand their presence and influence in the travel industry, printed resources are still heavily relied upon and must be produced to satisfy demand. The YCVB produces and distributes comprehensive visitor guide/maps for Woodland, Davis/UC Davis, Yolo County, and Winters; the latter two updated and expanded. Our guide to county wineries, "Wines of Yolo County," received widespread distribution, including at the San Francisco Travel Visitor Information Center (where it was a "top pick" in May 2013 for special display) as well as SFTA kiosks in Moscone Convention Center. The Visitor Center makes numerous other publications, directories, and promotional materials available to visitors.

Points of distribution include:

- *YCVB Visitor Center*
- *Woodland City Offices*
- *Woodland Chamber of Commerce*
- *Heidrick Ag History Center*
- *Davis City Offices*
- *Davis Amtrak Station*
- *Davis Chamber of Commerce*
- *Davis Downtown Business Association*
- *UC Davis Visitor Center, Conference Center, and other locations on campus*
- *San Francisco Travel Association Visitor Information Center (downtown San Francisco) and literature kiosks in Moscone Center and other locations*
- *Various local places: restaurants, hotels, shops, attractions, galleries*
- *Yolo County Offices*
- *Winters City Offices*
- *Winters Visitor Center & Chamber of Commerce*
- *Various tradeshows*
- *Sacramento Convention & Visitors Bureau offices*

The YCVB has never published a comprehensive Visitor Guide that includes all the information visitors need in one cohesive package. We are looking to pursue this as a priority project in the coming year.

www.yolocvb.org
Travelers use online tools for virtually everything; of people making decisions based on information found online, 45.5% selected a place to stay; 35% selected things to see or do; 31% read about local culture, arts, heritage, and events; 28% selected a restaurant. One out of three travelers used a destination marketing organization website as part of their research.

The YCVB website drew more than 100,000 unique visitors in 2012-13, cracking six figures in traffic for the first time ever. Part of this was helped by a Search Engine Marketing (SEM) campaign conducted by Madden Media. In a three-month program involving a variety of key-word-pegged advertisements on Google, we generated some 289,000 impressions, with 6,500 clicks and an overall Click Through Rate (CTR) of 2.24%. Looking closer, more than one-third of our traffic came through the "Events & Festivals" segment of the campaign, with a very robust CTR of 4.06%.

In mid-June 2012, we launched a hotel booking engine (JackRabbit Services) which allowed visitors to make lodging reservations directly from the YCVB website. In all, 16 properties participate in the service. Results have been less than what we hoped for, although more in lines with current trends among DMOs offering such service. We are evaluating whether or not to continue.

Our website features:

- Woodland-specific content on home page and landing pages with original content
- Significantly more robust sections for Meeting Planners and Travel Professionals
- More deployment of special landing pages to promote specific events or activities, and to highlight understood visitor preferences
- JackRabbit hotel search/booking function on the website with direct links to hotels
- First-ever promotional video
- Events calendar, as well as new "Submit Your Event" online tool
- Listings, photographs, and links for all hotels
- Listings for all restaurants – expanded and fully searchable by destination and cuisine
- "Things to Do" pages, including pages for bicycle rides throughout the county and within the region
- Details for every attraction
- Search function that covers the entire site
- RFP, Request for Information, and Contact Us pages
- Press Room pages with extensive information for inquiring media

Future website enhancements will include:

- A "Send Me Information" tab for visitors to request guide maps, allowing the YCVB to capture consumer source data
- An offer for a monthly email newsletter, highlighting hotel and other special offers, events, and timely information
- A travel blog, providing fresh reading content for visitors on a number of venues, topics, and people in Yolo County
- Yolo Weddings ~ comprehensive wedding venue information and links
- Additional short, focused videos spotlighting key attractions and activities

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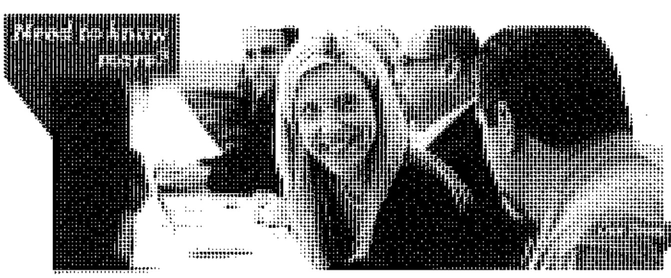

YCVB Sales Efforts

The YCVB worked its first full calendar year with a new Sales Director and a clear goal of gaining new event and meeting business. To go this, we pursued several activities:

Client meetings with such organizations as:

- North American Handmade Bicycle Show
- CA Farm Bureau Federation
- First 5 of CA
- Linking Education & Economics Development

- International Association for Identification, CA Chapter
- Western States Horse Expo
- CA Optometric Association
- Sacramento Bee
- CA Orthopedic Association
- UC Berkeley Genome Labs

Memberships:
- CA Society of Association Executives (CALSAE)
- Association for Wedding Professionals International
- Alliance Military Reunions
- Meeting Planners International

Events/Conferences Attended:
- CALSAE Annual Elevate Conference
- Connect Marketplace
- CALSAE Monthly networking events
- CALSAE Seasonal Spectacular

FAM (Familiarization) Tour, April 2013:
- Attendees representing CalTrans, Sacramento Association of Realtors, and an independent meeting/event planner
- Toured Royal Guests properties, TS Glide Ranch & Event Center, Old Sugar Mill, Woodland Community Center, and Heidrick Ag History Center
- YCVB hosted dinner at Our House (Davis) and lunch at Kitchen428 (Woodland)
- Dates have been set for May 1-2, 2014

Groups Booked:
- LA County, Department of Sanitation Managers Retreat
- Anthony Travel, Davis Legacy Soccer

Group Leads:
- UCD ASI 2014 Conference
- UCD College of Engineering
- Chertow Wrestling 2014 Camp
- CA Orthopedic Association
- UCD Continuing Education Annual Hemophiliac Conference
- Rotary District Conference 2014
- Overseas Brats Reunion
- UCD Women's Lacrosse championship

We look to continue development of this side of our enterprise in the coming year. To this end, we continue to collaborate with **Sales Committee.** The members of this group consists of hotelier staff including General Managers and Sales Directors from Woodland and Davis, plus the YCVB Executive Director and Sales Director. This group is tasked with identifying potential new business opportunities for events, group functions, and meetings that would increase visitation and exposure. There are several aspects to our sales effort, including:

Leisure Marketing
- Continue outreach campaign using traditional and new media
- Continue integration of all marketing elements with common look and feel of brand. Key market: San Francisco Bay Area. Maintain emphasis on regional business development but explore logical targeted foreign connections

- Continuing to grow reach of social audience through connecting and leveraging influencers participating in online conversations about Davis and Yolo County travel activities.
- Continue development of the yolocvb.org website, presenting the lively, appealing aspects of the county and its communities to promote leisure travel; continually generate new content; develop video content with consistent look and thematic elements
- Continue pursuing search engine optimization (SEO) and search engine marketing (SEM) of the website to drive traffic
- Cultivate travel bloggers to acquaint them with key attractions and activities, to shape content of future blogs and spread our messaging to their online audience
- Engage in more aggressive exploitation of social media
- Launch YCVB blog and consumer newsletter
- Launch "Yolo Weddings" microsite

Convention Sales and Tour Marketing

- Host trade journalists on site visits of destination (ex: Meetings Focus, Smart Meetings)
- Deploy digital marketing strategy to increase awareness, reinforce assets and build lead database; investigate possible online campaign with B2B marketer TOURinfo.com
- Continue to promote website RFP form and Hotel Inventory/Assets form
- Develop proposals for targeted online advertising campaigns (search, social media) that communicate the "Come to Yolo County" and "Destination Davis" messages
- Pitch leading meetings and conventions publications for editorial coverage, other points of leverage. Publications include: *Association News, Convene, MPI, Meetings & Conventions, Successful Meetings, Meetings Focus, California Meetings and Events*
- Continue leveraging memberships in CalSAE, MPI; build upon new memberships in Alliance of Military Reunions and Association of Wedding Professionals
- Strengthen collaboration with UC Davis Conference and Events Services
- Develop and refine fam (familiarization) tours and email marketing strategies
- Develop new collateral materials suitable to target markets and events

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YCVB Public Relations

We continue to use our social media platforms on Facebook, Twitter, and Pinterest to promote events and activities as well as acknowledge events and activities announced by our partners and like-minded organizations within the region. We are also expanding our list of press contacts further into the surrounding region.

We are members of the Bay Area Travel Writers, an association of roughly 200 journalists and photographers. Last year we brought a group of them for a food-and-wine tour we billed the "Bounty of Yolo County." In April 2013 we hosted their monthly meeting at the Robert Mondavi Institute for Food & Wine Science (RMI) at UC Davis. We had 26 press members attend the meeting where they participated in a tour of the Institute, enjoyed an olive oil tasting and lesson by Dan Flynn, toured the Davis Farmers Market and U.S. Bicycling Hall of Fame. Both events generated numerous accounts of press for Yolo County, including multiple Examiner.com articles, travel website posts, a two-page spread in *Oakland Magazine* and an inclusion in two guide books to be released in the near future.

In the past year we also worked with the Outdoor Writers Association hosting a three-hour press tour of the *Bat Talk and Walk* at the Yolo Basin Foundation. The tour featured an informational lecture of the Mexican free tailed bats, a tour of the Yolo Wildlife area and a live viewing of the Mexican free tailed bats. This press event generated multiple articles in regional and local newspapers.

We began our official YCVB newsletter, directed to all of our hotels, attractions, city staff, and city council partners in Yolo County. This newsletter focuses on updating our partners on what's happening at the YCVB, upcoming events, and short articles related to the tourism industry.

The YCVB also worked with two major print magazines with their coverage of our area that resulted in great stories about Woodland and Winters. *Sunset Magazine* ran a two page feature about Winters and *Via Magazine* ran a one-page article about Woodland. Had the YCVB paid for this type of coverage, it would have cost $113,960 for a two-page full color advertisement in *Sunset* and $41,200 for a one page full color advertisement in *Via*. The YCVB also secured coverage in other publications this year, including *Association News Magazine, CNN Money, Destination Magazine, Sports Events Magazine, The Active Times,* and *Oakland Magazine*.

The YCVB continued a sponsorship partner with *Yolotales*, a locally owned and operated children's media show based in of Woodland. The show features a unique cast of puppets, people, and animated characters exploring all of life's various lessons. This show is broadcast locally, regionally, and nationally. The YCVB's sponsorship package includes a 30-second spot that exposes the YCVB website and brand to 17,000 households locally in Yolo County, 400,000 households regionally and more than 3 million households in the Northwest and Southwest United States. The YCVB is the only sponsor that has a commercial released nationally.

Our efforts on behalf of local events produced results. Noted below is the coverage generated through our program:

- TV segments – 15. Outlets include: *News 10, NBC Sacramento, Good Day Sacramento, KCRA, Fox 40,* and *Sac & Co*
- Website Articles or Event Listings – 40. Sites include: *Examiner, SacTown Magazine Online, LA Times Travel Calendar, California Outdoors,* and *Weekend Adventures*
- Website Third Party Listings: approximately 500
- Regional Magazine Articles or Event Listings – 20. Publications include: *Sunset, Via Magazine, Sacramento Magazine, Oakland Magazine, SacTown, Destination Magazine, RV Journal, Via, Sports Events Magazine* and *Association News*
- Newspaper Articles or Event Listings – 75. Newspapers include: *San Francisco Chronicle, LA Times, Daily Democrat, Davis Enterprise, Sacramento Bee, Vacaville Reporter,* and *Contra Costa News*

Continuing outreach efforts for the coming year include:

- Continue to execute ongoing press release and news of events to keep media up to date
- Investigate key consumer and trade publications for feature articles about Yolo County and its communities; also investigate ad buys
- Attend Pow Wow Media Marketplace to reach international trade media with Yolo County information (via Central Valley Tourism Association participation)
- Attend or exhibit at travel media group conferences (Society of American Travel Writers, United States Travel Association, Travel & Adventure, International Pow Wow)
- Host individual media and media groups (ex: BATW) with customized "fam tour" itineraries throughout the year
- Look to collaborate with neighboring bureaus (such as Visit California and SCVB) for opportunities to gain exposure via various platforms and events (example, "Sacramento Farm to Fork Capital of America," ag tours, wine-tasting events)
- Look to make additional public and group presentations (Rotary, etc.) about YCVB activities and initiatives
- Continue to work closely with California Travel & Tourism to promote our county through their numerous publications and programs

Social Media

In terms of travel, more than 30% of people used social media for travel planning; more than 50% of people considered user-generated reviews of hotels, destinations, and restaurants.

Facebook and Twitter accounts are now being actively used to post news, events, and information, and to help support the businesses of our many "friends" and fans. During the year, we consolidated our Facebook presence to one principal account, and engaged Madden Media to conduct a campaign to boost our fan base. We now have close to 1,500 followers, up from a little over 400.

We also were one of the first visitor bureaus in the nation to create and market a Pinterest page. Pinterest continues to help boost our website traffic; some of our "boards" feature Davis-specific content, including attractions, hotels, shopping, events, things to do, and other features.

We will look to leverage our position and increase exposure through targeted advertising and "engagement" campaigns, including contests and sweepstakes.

Mobile Phone Application

The YCVB participated in the marketing of the mobile phone application with the Central Valley Tourism Association. Available for iPhone and Android users, this "app" provides many of the same features as a website, in a compact, downloadable, interactive, user-friendly way. Features include searchable hotels, events, restaurants, shopping, special offers, wineries, and more. It is easily updated by YCVB staff on a 24/7 basis. Since its launch in the fall of 2011, it has been downloaded by nearly 18,000 users.

Today, nearly 40 percent of internet traffic comes from mobile devices. Also, 86 percent of people with mobile devices use them while watching TV—in other words, there is no downtime. Some 60 percent of people engage in social media on mobile devices.

In terms of travel, increasing numbers of people are using mobile devices to investigate destinations, check maps, watch videos, and make reservations; 67% using mobile devices before leaving home. However, roughly 73% are using mobile devices *during* their trip, to find restaurants, hotels (for short-notice bookings), shopping information, maps, things to do, and special offers.

Having a well-developed mobile strategy in a rapidly developing market is clearly an important consideration. We are actively pursuing a mobile app strategy and look to deploy our first-ever mobile offering in the coming year.

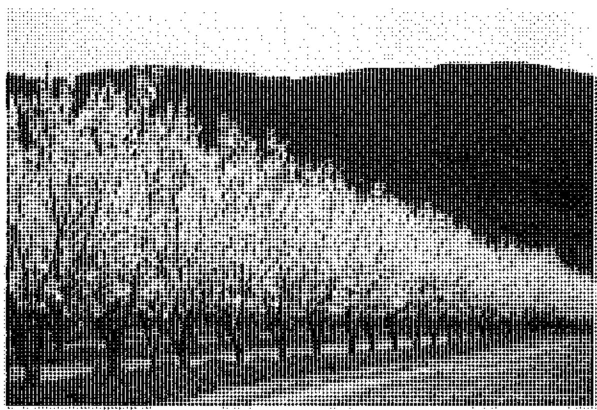
Continuing and Potential New Collaborations

We enjoy excellent working relationships, and serve in various capacities, with: the cities of Woodland, Davis, and Winters; the Chambers of Commerce for Davis, Woodland, and Winters; Historic Woodland Downtown Business Association; Davis Downtown Business Association (Board Liaison); Yolo County Historical Society; Esparto Regional Chamber of Commerce (Board Director); DSIDE ("Designing a Sustainable, Innovative Davis Economy"); Davis Arts Commission; Central Valley Tourism Association (CVTA); Yolo Arts; and the California State Fair Committee for Yolo County. We also enhanced our relationships with Visit California, California Travel Association, Food Bank of Yolo County, Woodland Tree Foundation, and others.

Through our partnership with the **San Francisco Travel Association**, the YCVB receives listings on their website, plus listing in their online and print *Visitor Planning Guide*, Travel Planner's Guide, and *Meeting Planner's Guide*. We also distribute our press releases through their offices; have Wines of Yolo County displayed at their facilities; gain opportunities for media events; and get referrals to visiting travel writers for on-site tours here (one New York freelancer who visited this year via SFTA produced about a dozen Yolo-related articles). We are also looking ahead to participating in their nascent "Beyond the Bridge" promotional program in future years.

The YCVB participated in numerous meetings of the **Capay Valley Vision Ag Task Force**, helping to formulate a response to proposed County regulations governing, among other activities, agri-tourism in rural areas. A formal recommendation was sent to the County Ag Commissioner in May 2013, with the hopes that agri-tourism activities will be strongly encouraged, thus contributing to sustainable economic development.

The YCVB also began to actively engage in the **Sacramento Convention & Visitors Bureau** about their major "Farm to Fork" initiative (Sacramento claiming to be "the farm to fork capital of America"). This involves a number of marketing strategies, culminating in a week-long festival (September 21-28) with a public fair on Capital Mall. Believing that Yolo County *is* the farm to Sacramento's fork, the YCVB has taken a leadership role in organizing the county's participation, with meetings, website and newsletter communications, and a core planning/outreach committee.



YCVB 2013 / 2014 Goals

- **Increase collaborative efforts with particular emphasis on:**
  - Local hoteliers, collaborating on promotions, culinary tours, and multi-night stays
  - Area art assets and museums and art-related events – First Friday Art Walk, Second Friday ArtAbout, Transmedia Art Walk, Free Museum Day
  - Gaining exposure to multi-purpose venues (such as Veterans Memorial, Woodland Community Center, Old Sugar Mill, and others) for event and meeting planner market
  - Winery associations: Roots to Wine and Clarksburg Wine Growers Association
  - Sacramento CVB to leverage their national reach via Farm to Fork

- **Take an active role in planning events and initiatives:**
  - LiveSTRONG Challenge (June), including Woodland rest stop
  - Stroll Through History (September) working with hotels for "Stroll & Stay" packages
  - US Bicycling Hall of Fame Induction Weekend (November)
  - Yolo County Booth at the California State Fair (July)
  - Yolo County events relating to Farm to Fork (ongoing)
  - YCVB co-sponsored music events at Mansion Square (a collaboration with property owners and Davis Downtown)
- **Continue to execute on our sales plan leveraging the skills of the Sales Director**

- **Refresh the website with added "Send Me Information" and newsletter-signup features plus travel blog; develop mobile phone application**

- **Continue to enhance new Visitors Center and provide service to partner venues**

- **Increase public relation efforts: leverage MyMediaInfo to increase efficiency**

- **Increase use of social media: develop contests to increase "fan base" and reposting; continue to develop Pinterest; investigate other potential outlets (Google +, LinkedIn)**

- **Develop and maintain best practices for the organization**

YCVB Board of Directors

Wayne Ginsburg, President
Woodland Chamber of Commerce
Woodland CA

Rob Petersen, Vice President
General Manager, Hyatt Place
Davis CA

Randii MacNear, Secretary
Executive Director, Davis Farmers Market
Davis CA

Maria Lara, Treasurer
General Manager, Royal Guest Hotels
Davis CA

Reed Youmans
Owner, Hallmark Inn Hotel
Davis CA

Mary Tye
Marketing Manager
Clarksburg Wine Company
Clarksburg CA

Meg Stallard
Woodland CA

Howard Hupe
Winters Chamber of Commerce
Winters CA

Arvind (Andy) Patel
Hotel Owner (four properties)
Woodland CA

Dave "DK" Kemp
Active Transportation Coordinator, City of Davis
Davis CA

Lynda Hinds
Manager and Buyer
RootStock Gifts and Tasting Room
Winters CA

Vinod Patel
Owner, Holiday Inn Express
Woodland CA

Maya Walker
Program Director, Capay Valley Vision / Capay Grown
Esparto CA

[Two Seats Open]

YCVB Board Committees: The YCVB continued regular meetings of two standing committees to focus on certain aspects of its operation. They are:

Executive Committee: This consists of the Executive Director, the Board officers, and at least one other member of the Board. High-level, financial, personnel, and policy matters are the main topics of discussion. Recommendations by this committee are generally given to the full Board at regular meetings for consideration and approval or modification.

Marketing Committee: This is a five-person group, including the Executive Director and four other Directors, focused on developing most appropriate investment strategies, markets, and media outlets to increase communication and traffic in the leisure tourism arena.

YCVB Staff

Alan Humason
Executive Director
alan@yolocvb.org

Tiffany Dozier
Communications and Public Relations Manager
tiffany@yolocvb.org

Dawn Adams
Sales Director
dawn@yolocvb.org

COUNTY VISITORS BUREAU
Davis - Woodland - Winters
Clarksburg - Capay Valley

132 E Street, Suite 200 • Davis, CA 95616
(530) 297-1900
www.yolocvb.org

YCVB 2013-2014 Forecast and Budget	Forecast	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
REVENUE													
Woodland BID	$ 92,500	$ -	$ 23,500	$ -	$ -	$ 25,000	$ -	$ -	$ 22,000	$ -	$ -	$ 22,000	$ -
Davis BID (includes Hyatt Place/UCD)	$ 137,500	$ -	$ -	$ 37,500	$ -	$ -	$ 36,000	$ -	$ -	$ 35,000	$ -	$ -	######
YCVB Strategic Fund	$ 46,000	######	$ -	$ -	$ 11,500	$ -	$ -	$ 11,500	$ -	$ -	######	$ -	$ -
City of Woodland (guide/map)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
City of Winters	$ 7,000	$ -	$ 7,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Winters Chamber of Commerce	$ 1,000	$ -	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Other (video production)	$ 3,600	$ -	$ 1,200	$ 1,200	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,200	$ -	$ -
Other (mobile site development)	$ 5,000	$ -	$ -	$ -	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Other (co-op advertising)	$ 15,000	$ -	$ -	$ -	$ -	$ 6,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,000
Other Visitor Guide	$ 2,000	$ -	$ -	$ 2,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Other Facilities Guide	$ 2,000	$ -	$ -	$ 2,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Other TBD	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL REVENUE	$ 311,600	######	$ 32,700	$ 42,700	$ 11,500	$ 36,000	$ 36,000	$ 11,500	$ 22,000	$ 35,000	######	$ 22,000	######
MARKETING													
Publications & Outreach													
Visitor Guide	$ 2,000	$ -	$ -	$ 2,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Davis Map & Guide	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Winters Map & Guide	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Woodland Map & Guide	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Yolo County Map & Guide	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Wines of Yolo County	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Facilities Guide	$ 2,000	$ -	$ -	$ 2,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Photo Fees & Reproduction	$ 1,000	$ 500	$ 500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Video Production	$ 3,600	$ -	$ 1,200	$ 1,200	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,200	$ -	$ -
MyMediaInfo	$ 3,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,000	$ -
Gift Baskets	$ 720	$ 60	$ 60	$ 60	$ 60	$ 60	$ 60	$ 60	$ 60	$ 60	$ 60	$ 60	$ 60
Sales Efforts													
Hospitaltiy	$ 6,000	$ 400	$ 500	$ 700	$ 500	$ 500	$ 400	$ 500	$ 500	$ 500	$ 500	$ 500	$ 500
Mileage	$ 4,200	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350	$ 350
FAM Tour	$ 1,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,000	$ -
Web Site Design and Updates	$ 7,500	$ 2,500	$ 2,500	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250	$ 250
Mobile Site Development	$ 5,000	$ -	$ -	$ -	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Email Marketing Services	$ 360	$ 30	$ 30	$ 30	$ 30	$ 30	$ 30	$ 30	$ 30	$ 30	$ 30	$ 30	$ 30
Database Management Services (IDSS)	$ 6,120	$ 510	$ 510	$ 510	$ 510	$ 510	$ 510	$ 510	$ 510	$ 510	$ 510	$ 510	$ 510
Web Site Hosting	$ 250	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 250	$ -
Domain Names	$ 250	$ -	$ -	$ -	$ -	$ -	$ 250	$ -	$ -	$ -	$ -	$ -	$ -
Total Marketing Expense	$ 43,000	$ 3,790	$ 3,890	$ 1,840	$ 1,640	$ 6,640	$ 1,790	$ 1,640	$ 1,640	$ 1,640	$ 1,640	$ 2,890	$ 1,640
Membership Organizations													
CVTA	$ 350	$ -	$ -	$ -	$ -	$ 350	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Cal Travel Association	$ 550	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 550	$ -	$ -	$ -
WACVB	$ 650	$ -	$ -	$ -	$ -	$ -	$ -	$ 650	$ -	$ -	$ -	$ -	$ -
CalSAE	$ 350	$ -	$ -	$ -	$ -	$ -	$ -	$ 350	$ -	$ -	$ -	$ -	$ -
MPI	$ 500	$ -	$ -	$ -	$ -	$ -	$ 500	$ -	$ -	$ -	$ -	$ -	$ -
San Francisco Travel Association	$ 750	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 750
Esparto Chamber	$ 75	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 75
Capay Valley Vision	$ 100	$ -	$ -	$ -	$ -	$ -	$ -	$ 100	$ -	$ -	$ -	$ -	$ -
Davis Chamber (membership & activities)	$ 480	$ -	$ 60	$ 60	$ -	$ -	$ 120	$ -	$ 60	$ 60	$ 60	$ -	$ 60
Woodland Chamber (membership & activities)	$ 350	$ -	$ 50	$ 50	$ 50	$ -	$ -	$ -	$ 50	$ 50	$ 50	$ -	$ 50
Winters Chamber (membership & activities)	$ 90	$ 10	$ 10	$ 10	$ 10	$ -	$ -	$ -	$ 10	$ 10	$ 10	$ 10	$ 10
Alliance of Military Reunions	$ 150	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 150	$ -
Historic Woodland Downtown Business Associa	$ 100	$ -	$ -	$ -	$ -	$ -	$ -	$ 100	$ -	$ -	$ -	$ -	$ -
Assoc. of Wedding Professionals Int'l	$ 450	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 450
Total Membership Organizations	$ 4,945	$ 10	$ 120	$ 120	$ 60	$ 350	$ 620	$ 1,200	$ 120	$ 670	$ 120	$ 160	$ 1,395

May 20, 2013

Woodland City Council
City Hall
300 First Street
Woodland CA 95695

Dear Councilmembers,

The Yolo County Visitors Bureau undertook a number of initiatives specifically to help promote the City of Woodland to leisure tourists as well as to business travelers in the past year. I would like to highlight some of those activities here, and outline intentions for the coming year.

As enumerated in the Annual Report, we promoted the many signature events and venues take grace Woodland, via individual page postings on our website, posts and re-posts on social media platforms, and by distributing information to our various press and associations contacts including Visit California and Central Valley Tourism Association, as well as through numerous events-calendar outlets like Sacramento 365. These efforts will continue in the coming year, of course.

Last fall, we produced the first *Woodland Restaurants: The Complete Citywide Listing*, a comprehensive four-page compilation with brief descriptions plus location information. We distributed this to hotels in the area and the Chamber office. We also created an YCVB window display on Main Street, with maps and an assortment of "Made in Yolo County" products, including several produced in Woodland like Sola Bee Honey and Simas Family Wines.

On our website, we published several new pages of content, such as "Now Open: The Cup & Saucer" and "Woodland's Downtown Antiques Stores". We also produced our first-ever promotional video, with numerous Woodland locations: the Heidrick Ag History Center, Burger Saloon, Mojo's, Corner Drug, Gable Mansion, Gibson House, and others. We look to add more content and, given adequate funding, more videos this year. Also, we plan to add a new "Weddings" heading to our main navigation bar, with several Woodland businesses included in the listings, and we are partnering with willing venues to leverage membership in the Northern California chapter of the Association Wedding Planners International.

In a spirit of collaboration to help Woodland businesses and attractions, we produced a new tri-fold brochure, "Woodland Marketing Support," offering a variety of free marketing, promotion, and consulting services. This was introduced at Mayor Davies' initial citywide breakfast and has been handed out to several interested parties. The YCVB will be a guest speaker at the Mayor's meeting this coming June.

In 2012, the YCVB conducted our first-ever Search Engine Marketing (SEM) campaign, designed to boost traffic to our website. We had Google ads build around more than 200 search terms under six major themes categories, with numerous Woodland-specific searches. Overall, roughly one-third of traffic centered on our "Events & Festivals" category, with a very robust 4-percent click-through. As we plan for 2013-14, we plan to focus strongly on this segment again and look to include Woodland events for specific mention.

In April we held a FAM (familiarization) tour for a group of event and meeting planners out of Sacramento. Venues we toured included the Heidrick Ag History Center and the Woodland Senior and Community Center; we also had lunch downtown at Kitchen428 and gave our guests some time for book and antique shopping. We have scheduled May 1-2, 2014 for another FAM in Woodland.

Also in April we sponsored the monthly meeting of the Bay Area Travel Writers, a group of independent journalists mostly based in San Francisco. As part of the program, we had Richard Bellows of Stroll Through

History offer an exhibit about the event and give a brief talk to the meeting attendees. We plan to reinforce the message as September 7 approaches.

Regarding the Stroll, the YCVB has been attending planning meetings and is working with local hoteliers to offer "Stroll & Stay" overnight packages to promote to out-of-town guests. We are anxious for the STH website and schedule to be fully updated so we can do additional outreach and promotion of specific activities.

At one of our regular monthly Board meetings, this time held at the Heidrick Ag History Center, we had a guest speaker: Laurie Armstrong, Director of Public Relations, U.S. & Canada, for the San Francisco Tourism Association. This gave us an opportunity to introduce one of Woodland's major attractions to an important partner in our effort to penetrate the Bay Area market. It's our intention to bring guest speakers on a regular basis to our meetings, and give interested Woodlanders a chance to hear and learn from leading professionals in the tourism industry.

In the coming year, the YCVB intends to launch a leisure-traveler newsletter, which will highlight upcoming events, special offers from hotels and restaurants, and profile pieces of personalities and businesses to generate visitor interest. We also plan to launch a travel blog on our website, offering readers a bit of an experiential view of life in our communities: what it's like to visit the Heidrick; the excitement that surely will pulse when the Velocity Island wake-board park opens; enjoying a night on the town come First Friday Art Walk; the story of Dead Cat Alley; and much more.

The YCVB is closely aligned with the Sacramento Convention and Visitors Bureau's efforts to promote the Sacramento region as the "Farm to Fork Capital of America." We like to think that Yolo County is the farm to Sacramento's fork, and of course Woodland has many relevant businesses that lend strength to our position. We have been leading "Yolo County F2F Working Group" meetings in Woodland, encouraging the listing of events (such as the Tomato Festival), venues (such as the Woodland Farmers Market), and businesses (restaurants, wineries, breweries, etc.) on the SCVB's official Farm to Fork website and newsletter, and working to leverage the SCVB's national reach for press coverage with the aim to bring major travel writers to our community. One of goals is to have the Heidrick represented—and thus Yolo County's rich agricultural heritage—and the planned Farm to Fork Festival along the Capitol Mall this September.

We look forward to working with the Historic Woodland Downtown Business Association and the City's downtown redevelopment task force, to help explore ways to make downtown Woodland more vibrant and appealing, to help build existing events and create new events, and to bring more people to our doors.

Thank you for your consideration,

Alan Humason
Executive Director

May 31, 2013

TO: Mayor Davies and Members of the Woodland City Council:

FROM: Meg Stallard, YCVB Board member

RE: YCVB

Reading Alan Humason's letter updating you on the past year's activities of YCVB, I realize what a very busy – and productive – year it has been. Alan and his team have been pitching balls in many directions, as you will see from reading the annual report. The outreach has been remarkable,

I've been especially pleased with the outreach to the downtown community, both through Alan's presence at the Mayor's breakfasts, but also through his attendance at the downtown business group's meetings. The window display near Corner Drug always catches my eye – and I'm sure the attention of others walking by. It is an excellent use of that window space!

The work of YCVB in pulling together county stakeholders to work on the 'farm to fork' initiative has been strategic and important. As you know, we must continually remind folks on 'the other side of the river' that we provide much of the fresh food that they enjoy, and our involvement is a key part of getting that message out.

The work that YCVB is doing – and will continue to do – is an important part in the economic development of Woodland's downtown and broader community. We appreciate your continued support as we continue to encourage visitors from near and far to get to know our town and region better.

yolo arts
cultivating creativity

June 4, 2013

Mayor Marlin Davies & Woodland City Council Members
City of Woodland
300 First Street
Woodland, CA 95695

Dear Mayor Davies & Members of the City Council,

As requested, YoloArts is submitting this letter of support for the Yolo County Visitors Bureau (YCVB). YCVB has promoted the Friday Art Walk - a collaboration between the Historic Woodland Downtown Business Association and YoloArts. Their promotion efforts for this monthly event are primarily through the use of social media.

YoloArts (popular name for Yolo County Arts Council) was established in 1981 and has been dedicated to pragmatic, enthusiastic support for the arts with a unique eye to projects reflecting the diverse cultural makeup of Yolo County residents. As the sole county-wide arts organization, YoloArts endeavors to promote the arts as a tool to improve, activity, vibrancy and the local economy through programs such as the First Friday Art Walk. YoloArts supports the renewal of the visitor's attraction district as a mechanism to strengthen the community and promote the social capital that is unique to Woodland.

We look forward to exploring the potential for an alliance between the YCVB and YoloArts that would strengthen the arts and the general economy in Yolo County and Woodland in the coming year.

Thank you for in advance for your time and interest. Please contact me if you have questions.

Sincerely,

MaryEllen Foley, President
maryellen@foleyjones.org

cc: Paul Navazio, City Manager
Ken Hiatt, Community Development Director
Wendy Ross, Economic Development Manager

P.O. Box 8250
Woodland, CA 95776
Office location:
120 W. Main St., Ste B
Woodland
530-406-4844
www.yoloarts.org

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM 12.

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Intent to Levy Assessment: Spring Lake and Gateway Lighting & Landscaping Districts

Recommendation

Staff recommends that the City Council approve and adopt 1) Resolution ____ to Initiate Proceedings for the Annual Levy and Collection of Assessments; Resolution ____ to Preliminarily Approve the Engineer's Annual Levy Report and the Levy and Collection of Annual Assessments; and 3) Resolution ____ Declaring Intention to Conduct a Public Hearing on July 2, 2013 for the Spring Lake and Gateway L&L Districts.

Fiscal Impact

If approved, the Spring Lake District would generate $666,865 in revenues to offset costs of District maintenance. The proposed assessment for the Gateway District would generate $76,445 in revenues, which is consistent with the FY2013/14 assessment.

The following table shows a comparison, by zoning type, of the maximum assessment, the FY12/13 actual assessment and the proposed FY13/14 assessment:

Zoning	Maximum Levy	Fiscal Year 2013/2014 Proposed Levy	Fiscal Year 2012/2013 Levy
SPRING LAKE L&L DISTRICT			
Single Family Developed Residential R3	$1,297.35	$461.97	$478.74
Single Family Developed Residential R4	$1,115.78	$395.42	$406.61
Single Family Developed Residential R5	$1,006.84	$355.49	$363.34
Single Family Developed Residential R8	$843.42	$295.59	$298.42
Single Family Developed Residential R15	$551.60	$199.21	$200.08
Single Family Developed Residential R20	$515.28	n/a	n/a
Single Family Developed Residential R25	$493.49	$177.91	$177.00
Neighborhood Commercial Per Acre	$13,375.02	$2,295.51	$2,215.04
GATEWAY L&L DISTRICT			
Per Acre	$3,501.79	$1,483.79	$1,358.53

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 and Gateway L&L Districts. A brief description of each District is as follows:

- Spring Lake L&L: 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. The District was formed in 2005 and is currently being assessed at well below the maximum assessment amount. This District formation report included an annual CPI escalator, which can continue indefinitely.
- Gateway L&L: 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. The District was formed in 2008 and is currently being assessed below the maximum assessment amount. This District formation report included an annual CPI escalator, which can continue indefinitely.

Discussion

An annual Engineer's Report is required for each District, which describes the District boundaries and the proposed improvements to be assessed to the property owners located within the District. The Report also shows a calculation of a Maximum Assessment and a Proposed Assessment. The Maximum Assessment is equal to the initial assessment determined at District formation, adjusted each year for inflation; the Maximum Assessment is calculated independent of the District's annual budget and proposed annual assessment. The Proposed Assessment is calculated based on the City's operating budget and estimation of maintenance operations required for the fiscal year. The District Engineer's Reports were prepared by Koppel & Gruber Public Finance and are attached for Council's review.

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. A public hearing is required to complete the levy process. This public hearing is scheduled for July 2, 2013. Following the public hearing, Council may direct changes to the Engineer's Reports or to the levy, but may not increase the levy beyond the maximum approved amount.

Recommendation for Action

Staff recommends that the City Council approve and adopt 1) Resolution ____ to Initiate Proceedings for the Annual Levy and Collection of Assessments; Resolution ____ to Preliminarily Approve the Engineer's Annual Levy Report and the Levy and Collection of Annual Assessments; and 3) Resolution ____ Declaring Intention to Conduct a Public Hearing on July 2, 2013 for the Spring Lake and Gateway L&L Districts.

Paul Navazio
City Manager

Prepared by: Kim McKinney
Finance Officer

Attachments

RESOLUTION NO: ______________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND INITIATING PROCEEDINGS FOR THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT, AND THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2013/2014 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972

WHEREAS, the City Council by previous Resolutions formed and approved the maximum annual assessment rates for the City of Woodland Spring Lake Landscaping and Lighting District ("District"), pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with section 22500)* ("Act"); and,

WHEREAS, the Act provides the City Council the authority to annually levy and collect assessments for the District on the Yolo County tax roll on behalf of the District to pay the maintenance, services, and operation of facilities and improvements related thereto; and,

WHEREAS, the City Council desires to initiate proceedings for the levy and collection of annual assessments against lots and parcels of land within the District for Fiscal Year 2013/2014 pursuant to provisions of the Act; and,

WHEREAS, the City Council has retained Koppel & Gruber Public Finance for the purpose of preparing and filing an Engineer's Report (the "Report") with the City Clerk; and,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND, FOR THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 The City Council hereby appoints Koppel & Gruber Public Finance as the District Assessment Engineer, and orders Koppel & Gruber Public Finance to prepare the Report concerning the District and the levy of assessments for Fiscal Year 2013/2014, in accordance with *Chapter 1, Article 4, beginning with Section 22565* of the Act.

The Engineer's Report shall contain the following:

a) A Description of Improvements;

b) The Annual Budget (Costs and Expenses of Services, Operations and Maintenance);

c) The Method of Apportionment and the proposed amount to be levied and collected against each Assessor Parcel within District for Fiscal Year 2013/2014; and

d) An exhibit showing the boundaries of the District.

Upon completion of the Report, said Report shall be filed with the City Clerk, who shall submit the same to the City Council for its consideration pursuant to *Section 22586* of the Act.

Section 2 The proposed improvements for the District include but are not limited to: the maintenance and operation of public landscaping services including neighborhood parks and appurtenant facilities, maintenance and operation of street lighting and appurtenant facilities, and maintenance and operation of storm drainage and other appurtenant facilities related thereto. The Report describes in more detail the items to be maintained and serviced.

Section 3 The City Council hereby determines that to provide the improvements described in Section 2 of this resolution, it is necessary to levy and collect assessments against lots and parcels within the District.

Section 4 The Finance Officer of the City of Woodland is hereby authorized and directed to take any and all action necessary and appropriate in connection with the annual levy and collection of assessments for the District.

RESOLUTION NO: ________________

PASSED, APPROVED, AND ADOPTED THIS ______ DAY OF ______________, 2013.

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 ______________, 2013, by the following vote:

AYES:	Council members:	______________________________
NOES:	Council members:	______________________________
ABSENT:	Council members:	______________________________
ABSTAIN:	Council members:	______________________________

____
Mayor, Marlin H. Davies

Attest:

____________________________________,
City Clerk, Ana Gonzalez

RESOLUTION NO: _______________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND PRELIMINARY APPROVING THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT ENGINEER'S REPORT, AND THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2013/2014

WHEREAS, the City Council has by previous Resolution ordered the preparation of the Fiscal Year 2013/2014 Annual Engineer's Report in connection with the City of Woodland Spring Lake Landscaping and Lighting District ("District"), and levy and collection of assessments against lots and parcels of land within the territory for the Fiscal Year commencing July 1, 2013 and ending June 30, 2014, to pay the maintenance, servicing, and operation of the improvements, pursuant to provisions of the *Landscape and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* ("Act"); and,

WHEREAS, the District Assessment Engineer has prepared and filed with the City Clerk and the City Clerk has now presented to the City Council the Engineer's report entitled "City of Woodland Spring Lake Landscaping and Lighting District Engineer's Report Fiscal Year 2013/2014" (the "Report"); and,

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, and is preliminarily satisfied with the District, each and all of the budget items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the special benefits received from the improvements, operation, maintenance, and services to be performed, as set forth in said Report.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND, FOR THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 The above recitals are all true and correct.

Section 2 The Report, as presented, consists of the following:

a) A Description of Improvements;

b) The Annual Budget (Costs and Expenses of Services, Operations and Maintenance);

c) The Method of Apportionment and the proposed amount to be levied and collected against each Assessor Parcel within District for Fiscal Year 2013/2014; and

d) An exhibit showing the boundaries of the District.

Section 3 The Report is hereby preliminary approved, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

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 the Report.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____________, 2013.

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 _____________, 2013, by the following vote:

AYES:	Council members:	____________________________
NOES:	Council members:	____________________________
ABSENT:	Council members:	____________________________
ABSTAIN:	Council members:	____________________________

____
Mayor, Marlin H. Davies

Attest:

__________________________________,
City Clerk, Ana Gonzalez

RESOLUTION NO: ______________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, DECLARING ITS INTENTION TO CONDUCT A PUBLIC HEARING ON THE MATTER OF ASSESSMENTS AND ORDER THE LEVY OF ASSESSMENTS FOR THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT, FISCAL YEAR 2013/2014 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972

WHEREAS, the City Council has by previous Resolution, initiated proceedings for the levy and collection of assessments against lots and parcels of land within the City of Woodland Spring Lake Landscaping and Lighting District ("District") for Fiscal Year 2013/2014 pursuant to the provisions of the *Landscape and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* ("Act").

WHEREAS, the Act provides the City Council the authority to annually levy and collect assessments for the District on the Yolo County tax roll on behalf of the District to pay the maintenance, services, and operation of facilities and improvements related thereto; and,

WHEREAS, the City Council has retained Koppel & Gruber Public Finance as the District Assessment Engineer for the Annual Levy of the District, and to prepare and file an Engineer's Report ("Report") with the City Clerk in accordance with the Act, and that said Report has been prepared and filed with the City Clerk and presented to the City Council;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND, FOR THE CITY OF WOODLAND SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT, DOES HEREBY RESOLVE AS FOLLOWS:

Section 1 The above recitals are all true and correct.

Section 2 The City Council hereby declares its intention to levy and collect assessments against lots and parcels of land within the District for the Fiscal Year commencing July 1, 2013, and ending June 30, 2014, to pay the costs and expenses of the improvements which are described in the Report. The City Council finds that the public's best interest requires such levy and collection.

Section 3 The territory of the District is within the boundaries and jurisdiction of the District, and the City of Woodland within the County of Yolo, State of California. The boundary map describing the District is on file with the City Clerk and is hereby incorporated by reference into this Resolution. The District is designated as the "City of Woodland Spring Lake Landscaping and Lighting District."

Section 3 The proposed improvements for the District are briefly described as the maintenance and operation of and the furnishing of services and materials for the improvements within the District including, but not limited to, the maintenance and operation of public landscaping services including neighborhood parks and appurtenant facilities, maintenance and operation of street lighting and appurtenant facilities, and maintenance and operation of storm drainage and other appurtenant facilities related thereto. The Report describes in more detail the items to be maintained and serviced.

Section 4 The District Assessment Engineer has prepared and filed with the City Clerk, and the City Clerk has presented to the City Council a Report, in connection with the proposed improvements, a description of an annual inflationary adjustment that will be applied to the assessments in subsequent fiscal years and levy and collection of assessments against lots and parcels of land within the District for Fiscal Year 2013/2014 in accordance with *Chapter 1, Article 4* of the Act, and the City Council did by Resolution approve such Report. Reference is hereby made to said Report for a detailed description of improvements, the boundaries of the District, and the proposed assessments upon assessable lots and parcels of land within the District.

Section 5 The City Council hereby declares its intention to conduct a Public Hearing concerning the improvements and the levy of assessments for the District in accordance with *Chapter 2, Article 1, Section 22590* of the Act. Notice is hereby given that on **Tuesday, July 2nd, 2013**, at 6:00 PM; the City Council will hold a Public Hearing for the District for Fiscal Year 2013/2014, or as soon thereafter as feasible. The Public Hearing will be held in the City Council's regular meeting chambers located at 300 First Street, Woodland, California, at the time so fixed. At the hearing, all interested persons shall be afforded the opportunity to hear and be heard.

Section 6 Pursuant to sections 22626, 22552 and 22553 of the 1972 Act and 6061 of the Government Code, the City Clerk shall give notice of the time and place of the Public Hearing by causing publishing of this Resolution of Intention one time at least 10 days prior to the Public Hearing in the local newspaper, and by posting a copy of this Resolution on the official bulletin City Council customarily used by the City Council for the posting of notices.

Section 7 The Mayor, City Clerk, the City Manager, the City Council and such officers and employees of the City as are appropriate, are authorized and directed to execute such other documents and take such further action as shall be consistent with the intent and purpose of this Resolution.

RESOLUTION NO: ______________

PASSED, APPROVED, AND ADOPTED THIS ______ DAY OF ______________, 2013.

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 ______________, 2013, by the following vote:

AYES:	Council members:	______________________________
NOES:	Council members:	______________________________
ABSENT:	Council members:	______________________________
ABSTAIN:	Council members:	______________________________

____
Mayor, Marlin H. Davies

Attest:

____________________________________,
City Clerk, Ana Gonzalez

MUNICIPALITIES | SCHOOL DISTRICTS | CITIES | COUNTIES | PARK & RECREATION | WATER DISTRICTS | MUNICIPALITIES | SCHOOL DISTRICTS | COMMUNITIES

CITY OF WOODLAND
SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT
ENGINEER'S REPORT
FISCAL YEAR 2013/2014

JUNE 12, 2013

KOPPEL & GRUBER
PUBLIC FINANCE

334 VIA VERA CRUZ, SUITE 256
SAN MARCOS
CALIFORNIA 92078

T. 760.510.0290
F. 760.510.0288

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SECTION I. OVERVIEW

A. Introduction

This report constitutes the annual update of the Engineer's Report for the City of Woodland ("City") Spring Lake Landscaping and Lighting District ("District") for Fiscal Year 2013/2014 which provides updated information regarding the budget and factors that affect the assessment amount. This District was formed in March 2005 to provide funding for the maintenance of certain public improvements including but not limited to landscaping, street lighting, traffic signals, drainage, neighborhood parks and other improvements or appurtenant facilities within the District's boundaries. This report relies on the assessment methodology and benefit analysis from the Engineer's Report prepared at the time of formation and approved by the property owners through a Proposition 218 balloting procedure.

The City Council 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* ("Act") and in compliance with the substantive and procedural requirements of the *California State Constitution Article XIIIC and XIIID* ("Proposition 218") desires to levy and collect annual assessments against lots and parcels within the District beginning in the fiscal year commencing July 1, 2013 and ending June 30, 2014 to pay for the operation, maintenance and servicing of landscaping, lighting, drainage and all appurtenant facilities. The assessment rates set for 2013/2014 as set forth in this Engineer's Report, do not exceed the maximum rates established at the time the District was formed, therefore, the City and the District are not required to go through a property owner ballot procedure in order to establish the 2013/2014 assessment rates.

B. Contents of Engineer's Report

This Engineer's Report ("Report") describes the District boundaries and the proposed improvements to be assessed to the property owners located within the district. The Report is made up of the following sections.

Section I. Overview – Provides a general introduction into the Report.

Section II. Plans and Specifications – Contains a general description of the improvements that are to be maintained and serviced by the District.

Section III. Estimate of Costs – Identifies the cost of the maintenance and services to be provided by the District including incidental costs and expenses.

Section IV. Method of Apportionment – Describes the basis in which costs have been apportioned to lots and parcels within the Districts, in proportion to the special benefit received by each lot and parcel.

Section V. Assessment Roll – The assessment roll identifies the maximum assessment to be levied to each lot or parcel within the District.

Section VI. Assessment Diagram – Displays a diagram of the District showing the exterior boundaries of the District.

Appendix – This section includes additional information, zoning maps and exhibits which were used to determine the budget and assessments for the different product types.

For this report, each lot or parcel to be assessed, refers to an individual property assigned its own Assessment Parcel Number by the Yolo County ("County") Assessor's Office as shown on the last equalized roll of the assessor.

Following the conclusion of the Public Hearing scheduled for July 2, 2013, the City Council will confirm the Report as submitted or amended and may order the collection of assessments for Fiscal Year 2013/2014.

SECTION II. PLANS AND SPECIFICATION

A. General Description of the District

The proposed territory within the District consists of all lots, parcels and subdivisions of land located in the Spring Lake Specific Plan Area. The majority of the area contains eighteen (18) large un-subdivided parcels and when combined with recently subdivided parcels will result in approximately 3,933 residential units, four (4) commercial sites, six (6) school sites, four (4) neighborhood parks, one (1) mini park, and one (1) public fire station. The County of Yolo owns three (3) parcels in the specific plan area and there is one (1) existing Woodland Community College parcel and two (2) Woodland Joint Unified School District Parcels. Fifteen final subdivision maps were approved in 2005 through 2013 covering portions of the Spring Lake Area representing 1,171 single family lots, 139 multi-family residential units and 156 apartment units. The assessments for all of the parcels within the District will be calculated based on the method described in Section IV Method of Apportionment of this Report.

The Spring Lake Specific Plan Area is located in the southeast portion of the City generally bounded to the north by East 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 Specific Plan Area immediately north of the extension of County Road 24A that extends west of State Highway 113.

B. Description of Improvements to be Maintained and Services

The proposed improvements to be maintained and services provided by the District are generally described as follows:

Landscaping and Appurtenant Improvements

Landscaping improvements (the "Landscaping Improvements") include but are not limited to landscaping, planting, ground cover, shrubbery, turf, trees, irrigation and drainage systems, ornamental lighting structures, playground equipment, play courts, public restrooms, masonry block walls and other fencing, entryway monuments and other appurtenant items located in right of ways, parkways, greenbelts, neighborhood parks and other easements dedicated to the City and located within the boundaries of the District.

This will include but is not limited to the following areas:

- Landscape parkways on the major arterial roadways of the project including Pioneer Avenue, Parkway Drive, Road 102, County Road 25A and East Gibson Road;
- Landscape parkways on the local and collector roads including Farmer's Central Road, Road 24C, Road 101, Matmor Road, Collector One, Collector Two, Collector Four, Collector "A" Street and Highway 113 buffer;

- Landscaping along the mixed use channel, the drainage channels and facilities, agricultural interceptors and the offsite regional ponds;
- Landscaping and park equipment provided in neighborhood park areas including Central Park, Park "A", Park "B", Park "C", Mini-Park, the Offsite Pond Park; and
- Graffiti removal, paint, wall and fence repairs along the block walls and fencing on portions of Pioneer Avenue, Parkway Drive, Road 102, East Gibson Road, County Road 25A, Farmer's Central Road, Highway 113, the drainage channels and facilities, the offsite regional ponds and the offsite Pond Park.

A more detailed listing of the overall landscape maintenance areas are included the appendix to this report along with the areas specifically budgeted for Fiscal Year 2013/2014.

Street Lighting/Traffic Signals and Appurtenant Improvements
Street lighting improvements (the "Street Lighting Improvements") include but are not limited to poles, signs, fixtures, bulbs, conduit, conductors, equipment including posts and pedestals, metering devices and appurtenant facilities as required to provide lighting and traffic signals in public streets and sidewalk easements, parks and other easements dedicated to the City and located within the boundaries of the District.

This will include but is not limited to the following:

- Street lighting throughout the arterial, collector, and local roadways totaling approximately 1,740 lights located throughout the project; and
- Traffic signals and appurtenant facilities at eighteen (18) signalized intersections along Pioneer Avenue, Parkway Drive, Road 102, East Gibson Road, County Road 25A and Farmer's Central Road.

A more detailed listing of the street lighting/traffic signal maintenance areas are included the appendix to this report along with the areas specifically budgeted for Fiscal Year 2013/2014.

The estimated annual cost to provide and maintain the improvements within tbe District shall be allocated to each property in proportion to the special benefits received.

C. Description of Maintenance and Services

Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the Landscaping Improvements and the Street Lighting Improvements and appurtenant facilities, including repair, removal or replacement of all or part of any of Landscaping Improvements and the Street Lighting Improvements or appurtenant facilities; providing for the life, growth, health and beauty of the Landscaping Improvements including cultivation, drainage, irrigation, trimming, mowing, spraying, fertilizing and treating for disease or injury; the removal of trimmings, rubbish, debris and other solid waste; and the cleaning, sandblasting, repair of fencing and painting of walls and fencing and other improvements to remove or cover graffiti. The Street Lighting Improvements shall be maintained to provide adequate illumination.

Servicing means the furnishing of water and electricity for the Landscaping Improvements including any decorative lighting and the furnishing of electric current or energy, gas or other illuminating agent for the Street Lighting Improvements. Servicing also allows for the replacement of the facilities in order to maintain them in proper working order and to provide specific benefit to the District.

SECTION III. ESTIMATE OF COSTS

A. Estimate of Costs Table

Below are the estimated costs of maintenance and services for the District including incidental costs and expenses. A more detailed accounting of the budget based on the Equivalent Benefit Unit (EBU) methodologies is included in Section IV.

TABLE 1 Fiscal Year 2013/2014 Estimated Costs			
	ZONE DENSITY TYPE COSTS[1]	PRODUCT/FRONT FOOTAGE TYPE COSTS[2]	TOTAL COSTS
DIRECT COST ITEMS			
Landscaping	$52,608	$136,637	$189,245
Greenbelts & Parks	0	155,343	155,343
Tree Maintenance	66,788	41,106	107,894
Street Lights	75,459	30,943	106,402
Traffic Signals	9,815	43,621	53,436
Graffiti & Wall/Fence Repairs	0	0	0
Capital Items	0	0	0
DIRECT COSTS SUBTOTAL	**$204,670**	**$407,650**	**$612,320**
INCIDENTAL COSTS/EXPENSES			
City Administration	$0	$54,545	$42,545
Consultant/County Administration	0	12,000	12,000
Reserve Fund/Contingency	0	0	0
OTHER COSTS SUBTOTAL	**$0**	**$66,545**	**$54,545**
ESTIMATED MAXIMUM ASSESSMENT	**$204,670**	**$474,195**	**$666,865**
Total Assessor Parcels FY 2013/2014			1,218
Total Equivalent Benefit Units Based on Zoning	1,085.20		1,085.20
Total Equivalent Benefit Units Based on Product Type		3,934.58	3,934.58
Total Front Footage		8,191.00	8,191.00
		Maximum Levy Amount Per EBU [3]	**Fiscal Year 2013/2014 Levy Amount**
Estimated Single Family Developed Residential R3 Per EBU		**$1,297.35**	**$461.97**
Estimated Single Family Developed Residential R4 Per EBU		**$1,115.78**	**$395.42**
Estimated Single Family Developed Residential R5 Per EBU		**$1,006.84**	**$355.49**
Estimated Single Family Developed Residential R8 Per EBU		**$843.42**	**$295.59**
Estimated Multi Family Developed Residential R15 Per EBU		**$551.60**	**$199.21**
Estimated Multi Family Developed Residential R20 Per EBU[4]		**$515.28**	**n/a**
Estimated Mnlti Family Developed Residential R25 Per EBU		**$493.49**	**$177.91**
Estimated Neighborhood Commercial Per Acre		**$13,375.02**	**$2,295.51**

1. See "Section IV. Method of Apportionment" for a detailed explanation of the two types of allocation methods.
2. Front Footage applies to the public owned (School Sites, Woodland Community College & Yolo County) properties only.
3. Includes an annual Engineering News Record Common Labor Cost Index rate increase (see section VID) of 27.80% for the past eight years.
4. For Fiscal Year 2013/2014 there are not any developed lots with this zoning. These parcels will be subject to the Developed/Undeveloped Rate of $49.03 per proposed unit.

B. Description of Cost Items

The following is a brief description of the costs of maintenance and services for the District included in the table above.

Direct Cost Items – This includes the costs of maintaining and servicing the landscaping, lighting and traffic signal improvements. This may include, but is not limited to, the costs for labor, utilities, equipment, supplies, repairs, replacements and upgrades that are required to properly maintain the items that provide a direct benefit to the District.

The line items listed in this section are summarized into the following categories: Landscaping, Greenbelt and Parks, Trees, Street Lights, Traffic Signals, Walls and Fencing and Capital, all of which are included in a more detailed budget provided in the appendix section of this report.

Incidental Costs and Expenses – This includes the indirect costs not included above that are necessary to properly maintain the district on an annual basis.

- City Administration – This includes the cost or a portion of the costs to coordinate District services including responding to property owner inquiries relating the assessments and services and contracting with professionals to provide administration, legal, and engineering services to the District that are required on an annual basis. Additionally, this includes the City's administration cost of managing the Storm Drainage Conservation Habitat Preservation Management Plan contract that is required as a condition of development of the Spring Lake Specific Plan Area.

- Consultant/County Administration – This is the estimated annual cost to the District for calculating the annual assessments, monitoring parcel changes and final map approvals, preparing the Engineer's Report for City Council approval, placing the assessments on the County tax roll, and the fees the County charges to collect the assessments on the tax bill.

- Reserve Fund/Contingency – The reserve fund provides a funding source to pay for unanticipated infrequent maintenance requirements that may be required for the District. It also provides a source of funds to operate the District from July through December while waiting for the County property tax distributions that typically occur in January and May for the fiscal year beginning in July.

SECTION IV. METHOD OF APPORTIONMENT

A. General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements, which include the construction, maintenance, and servicing of street lights, traffic signals, landscaping and drainage facilities.

Streets and Highways Code Section 22573 requires that maintenance assessments be levied according to benefit rather than the assessed value.

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

Section 22574 of the 1972 Act also allows the designation of zones of benefit within an assessment district if "by reason of variations in the nature, location, and extent of the improvements, the various areas will receive differing degrees of benefit from the improvements."

In addition, Article XIIID and the Implementation Act require that a parcel's assessment may not exceed the reasonable cost for the proportional special benefit conferred to that parcel. Article XIIID and the Implementation Act further provides that only special benefits are assessable and the City must separate the general benefits from the special benefits. They also require that publicly owned properties which specifically benefit from the improvements be assessed.

B. Special Benefit Analysis

As determined in the formation Engineer's Report, each of the proposed improvements and the associated costs and assessments within the District were reviewed, identified and allocated based on special benefit pursuant to the provisions of Article XIIID, the Implementation Act, and the Streets and Highways Code Section 22573.

Proper maintenance and operation of landscaping, street trees and streetlights provides special benefit to adjacent properties by providing community character, security, safety and vitality. Below is a discussion of the special benefit that the parcels receive from each of the maintenance categories.

Landscaping Special Benefit
Trees, landscaping and appurtenant facilities, if well maintained, provide beautification, shade and enhancement of the desirability of the surroundings, and therefore increase property value. Specifically they provide a sense of ownership and a common theme in the community providing aesthetic appeal and increased desirability of properties.

- Street trees within the parkways and greenbelts provide special benefit to those properties directly adjacent to those tree-lined parkways and to those that drive along them to get to their property;

- Landscaping within the parkways provide special benefit to those developments that are directly adjacent to the public parkways and to those that drive through them to get to their property; and,

- Landscaping and play equipment within the park sites provide special benefit to those developments that are within the general vicinity of the parks.

Landscaping General Benefit
There are no general benefits associated with local parkway landscaping.

All of the preceding special benefits contribute to a specific enhancement and desirability of each of the assessed parcels within the District. Although the improvements may include landscaping and lighting improvements and other amenities available or visible to the public at large, the construction and installation of these improvements are only necessary for the development of properties within the District and are not required nor necessarily desired by any properties or developments outside the District boundary. Therefore, any public access or use of the improvements by others is incidental and there is no measurable general benefit to properties outside the District or to the public at large.

Street lights Special Benefit
The operation, maintenance and servicing of lighting and traffic signals along local streets, collector and arterial streets of a development provides the following special benefits:

- Improved security of lots and parcels within the development;
- Improved ingress and egress to properties;
- Improved nighttime visibility for the local access of emergency vehicles;
- Improved safety and traffic circulation to and from parcels; and
- Increased deterrence of crime and aid to police and emergency vehicles.

Street lights and signals located at arterials and local streets are considered 100% special benefit to the developments taking direct access at those intersections.

Street lights General Benefit
There are no general benefits related to street lights, signals or appurtenant facilities.

C. Assessment Methodology

To establish the special benefit to the individual lots and parcels within the District an Equivalent Benefit Unit ("EBU") system is used. The EBU method of apportioning benefit is typically seen as the most appropriate and equitable assessment methodology for districts formed under the 1972 Act, as the benefit to each parcel from the improvements are apportioned as a function of land use type, size and development.

Due to the variety and location of the maintenance requirements throughout the Spring Lake project area, two distinct methods of determining a lot or parcels EBU has been established depending on the specific maintenance item. The two methods are discussed below.

1. Zone Density Equivalent Benefit Units

Each parcel of land is assigned an EBU in proportion to the estimated special benefit the parcel receives relative to other parcels within the District. Maintenance costs under this method are allocated based on density for each of the residential projects located throughout the project. This is an effective way of allocating the special benefit to parcels where the maintenance items relate to acreage or lot size such as more dense local landscaping that occurs in some of the residential areas.

Maintenance costs related to the following are allocated utilizing this method:

- Landscaping and lighting along the local and collector roads including Farmer's Central Road, Road 24C, Road 101, Matmor Road, Collector One, Collector Two, Collector Four, Collector "A" Street and Highway 113 buffer; and
- Landscaping and lighting along the agricultural interceptors.

The single family detached residential (SFD) property with an R-5 Zoning has been selected as the basic unit for calculating assessments; therefore a SFD R-5 residential parcel equals one Equivalent Benefit Unit (EBU). All other residential zoned units are compared to the R-5 (5 units per acre divided by the zoning designation number of units per acre) to determine the zonings EBUs. Since typically 5 single family residential units could be constructing on one acre of land, commercial property is assigned 5.0 EBUs per acre of land.

Table 2
EBU Application by Land Use Zoning:

Land Use	Zoning*	EBU/Parcel/ Acre/Unit
Single Family Detached Residential	R-3	1.67 EBUs / Parcel
Single Family Detached Residential	R-4	1.25 EBUs / Parcel
Single Family Detached Residential	R-5	1.00 EBU / Parcel
Single Family Detached Residential	R-8	0.63 EBUs / Parcel

Multi Family Detached Residential	**R-15**	**0.33 EBUs / Unit**
Multi Family Detached Residential	**R-20**	**0.25 EBUs / Unit**
Multi Family Detached Residential	**R-25**	**0.20 EBUs / Unit**
Neighborhood Commercial	**NC**	**5.00 EBUs / Acre**
Exempt	**EX**	**0.00 EBU / Parcel**

*** The above method for calculating the number of EBUs per parcel/unit will be used if additional single family or multi family residential units not included iu the above table are approved for development.**

Definitions and Formulas Related to Zoning EBU Method

Single-Family Detached Residential — This land use is defined as a fully subdivided residential parcel that is part of a final tract map wherein the final map has been recorded with the County as of January 1 of the preceding fiscal year.

Multi-Family Detached Residential — This land use is defined as a residential parcel anticipated to have more than one residential unit that is part of a final tract map wherein the final map has been recorded at the County as of January 1 of the preceding fiscal year.

Neighborhood Commercial — This land use is defined as a commercial parcel that is part of a final tract map wherein the final map has been recorded at the County as of January 1 of the preceding fiscal year.

Exempt Parcels — This land use identifies properties that are not assessed and are assigned 0.0 EBU. This land use classification may include, but is not limited, to lots or parcels identified as public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas and right-of-ways including greenbelts and parkways; utility right-of-ways; common areas, sliver parcels and bifurcated lots or any other property that can not be developed; park properties, school properties required as part of the development and other publicly owned properties that are part of the District improvements or that have little or no improvement value. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment.

2. Product Type Equivalent Benefit Units

Each parcel of land is assigned an EBU in proportion to the estimated special benefit the parcel receives relative to other parcels within the District. Maintenance costs under this method are allocated based on product types (single family residential, multi family residential or commercial) located throughout the project. This is an effective way of allocating the special benefit to parcels where the maintenance items relate to the traffic study and impact fee (drainage and parkway) methodologies that were developed for the Spring Lake Specific Plan Area.

Maintenance costs related to the following are allocated utilizing this method:

- Parkway landscaping and lighting on the major arterial roadways of the project including Pioneer Avenue, Parkway Drive, Road 102, East Gibson Road, and County Road 25A;
- Landscaping and lighting along the mixed use channel, subdivision trail corridor, greenbelts, gateway entries, Highway 113 buffer, drainage channels and facilities, and offsite regional ponds;
- Landscaping and lighting in the neighborhood park areas including Central Park, Park "A", Park "B", Park "C", Mini-Park; and
- Graffiti removal, paint, fence and wall repairs along the block walls and fencing on portions of Pioneer Avenue, Parkway Drive, Road 102, and Highway 113.

The single family detached residential property has been selected as the basic unit for calculating assessments; therefore a SFD residential parcel equals one Equivalent Benefit Unit (EBU). The multi-family residential lots do not receive the same special benefit as single family lots and are therefore assigned less than 1 EBUs per units as determined in the Spring Lake Infrastructure Fee Nexus Study prepared by Economic & Planning Systems Inc., dated June 29, 2004 and shown below.

Table 3
EBU Application by Product

Land Use	Zoning	Traffic EBU/ Parcel or Acre	Drainage EBU/ Parcel/Acre/Unit	Park EBU/ Parcel/Acre/Unit
Single Family Residential	Not applicable	1.00 EBU / Parcel	1.00 EBU / Parcel	1.00 EBU / Parcel
Multi Family Residential	Not applicable	0.70 EBUs / Unit	0.39 EBUs / Unit	0.83 EBUs / Unit
Undeveloped Planned Single Family Residential Development	Not applicable	1.00 EBU / Parcel	1.00 EBU / Parcel	1.00 EBU / Parcel
Undeveloped Planned Multi Family Residential Development	Not applicable	0.70 EBUs / Unit	0.39 EBUs / Unit	0.83 EBUs / Unit
Neighborhood Commercial	Not applicable	32.67 EBUs / Acre	18.97 EBUs / Acre	3.05 EBUs / Acre
Exempt	Not applicable	0.00 EBUs / Parcel	0.00 EBUs / Parcel	0.00 EBUs / Parcel

Definitions and Formulas Related to the Product Type EBU Method

Single-Family Residential — This land use is defined as a fully subdivided residential parcel that is part of a final tract map wherein the final map has been recorded with the County as of January 1 of the preceding fiscal year.

Multi-Family Residential — This land use is defined as a residential parcel anticipated to have more than one residential unit that is part of a final tract map wherein the final map has been recorded at the County as of January 1 of the preceding fiscal year.

Undeveloped Planned Single Family Residential Development — This land use is defined as any undeveloped property not fully subdivided with a specific number of proposed single family residential parcels/lots or dwelling units to be developed on the parcel. This land use type will only be assessed for the maintenance requirements associated with the major arterial roadways, channel improvements and incidental costs/expenses based on the anticipated number of units to be developed on the property as shown on the Specific Plan or proposed Tentative Map.

Undeveloped Planned Multi Family Residential Development — This land use is defined as any undeveloped property not fully subdivided with a specific number of proposed multi family residential parcels/lots or dwelling units to be developed on the parcel. This land use type will only be assessed for the maintenance requirements associated with the major arterial roadways, channel improvements and incidental costs/expenses based on the anticipated number of units to be developed on the property as shown on the Specific Plan or proposed Tentative Map.

Neighborhood Commercial — This land use is defined as a commercial parcel that is part of a final tract map wherein the final map has been recorded at the County as of January 1 of the preceding fiscal year.

Exempt Parcels — This land use identifies properties that are not assessed and are assigned 0.0 EBU. This land use classification may include, but is not limited, to lots or parcels identified as public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas and right-of-ways including greenbelts and parkways; utility right-of-ways; common areas, sliver parcels and bifurcated lots or any other property that can not be developed; park properties, school properties required as part of the development and other publicly owned properties that are part of the District improvements or that have little or no improvement value. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment.

3. Front Footage Method for Public Owned Properties

Certain public owned properties within the District derive a special benefit from the landscaping and lighting improvements but to a lesser degree than residential or commercial properties. This includes the high school site, the Woodland Community College parcel and the County of Yolo property. Front footage of the landscaped areas and the development standards used outside of the Spring Lake Specific Plan were used to determine the public owned properties special benefit. Since these properties are not subject to the Spring Lake Specific Plan higher landscaping and lighting standard requirements, this is a reasonable method for allocating the maintenance costs that they are benefiting from.

4. Benefit Formula

The benefit formula is applied to each budget line item and then to the parcels within the District based on the preceding Equivalent Benefit Unit (EBU) tables. Each parcel's EBU correlates the parcel's special benefit received as compared to all other parcels benefiting from the improvements.

The following formula is used to calculate each parcel's EBU (proportional benefit) **for each of the type of improvement items that are applicable to a particular parcel based on its development status:**

Land Use Zoning EBU + Traffic EBU + Drainage EBU + Park EBU = Parcel Type EBU

Parcel Type EBU x Dwelling Units/Parcels/Lots = Parcel EBU

The total number of Equivalent Benefit Units (EBUs) is the sum of all individual EBUs applied to parcels that receive a special benefit from the improvement. An assessment amount per EBU (Rate) for each type of improvement is established by taking the total cost of the type of improvement and dividing that amount by the total number of EBUs of all parcels benefiting from the type of improvement. This Rate is then applied back to each individual parcel's based on their assigned EBUs to determine the parcel's proportionate special benefit and assessment obligation from that type of improvement. This same method is used for all other types of improvements.

Maintenance Cost/ Total Number of EBUs = Levy per EBU

Levy per EBU x Parcel EBU = Maximum Parcel Levy Amount

5. Table of EBUs and Rate by Product Type

Below is a summary of the EBUs and Rates per product type and zoning type.

TABLE 4
SUMMARY OF EBUS AND ALLOCATION OF COSTS
PART 1 OF 2

Allocation Method			*** PRODUCT TYPE ***		*** PRODUCT TYPE ***		*** PRODUCT TYPE ***		Traffic (1)	Drainage (2)	(3)	(1)+(2)+(3)=(4)	Traffic (5)	Drainage (6)	Parks (7)	(5)+(6)+(7) = (8)	(4) + (8) = (9)
Zoning	Land Use	Number of Projected Units/Acres	EBU Per Product Type (Traffic)	Total EBUs or Front Footage (Traffic)	EBU Per Product Type (Drainage)	Total EBUs or Front Footage (Drainage)	EBU Per Product Type (Parks)	Total EBUs or Front Footage (Parks)	Arterial Roads (Pioneer, Parkway, Rd 102, E. Gibson, Rd 25A)	Mixed Use Channel	Other Administration Costs	Base Costs Allocated To Developed & Undeveloped Property	Developed Parcels Only (Highway 113 Buffer, Gateway Entries)	Developed Parcels Only (Offsite Channels, Offsite Ponds)	Developed Parcels Only (Subdivision Trail Corridor, Greenbelts, Parks)	Developed Parcel Costs Only	Product Type Total Developed & Undeveloped Parcels
Main Project (East of Highway 113)																	
R-3	Single Family Residential	382	1.00	382.00	1.00	382.00	1.00	382.00	$20,149	$2,355	$5,296	$27,799	$0	$783	$7,457	$8,240	$36,039
R-4	Single Family Residential	292	1.00	292.00	1.00	292.00	1.00	292.00	15,402	1,800	4,048	21,250	0	1,426	13,578	15,004	36,254
R-5	Single Family Residential	1,335	1.00	1,335.00	1.00	1,335.00	1.00	1,335.00	70,416	8,229	18,507	97,153	0	7,200	68,557	75,757	172,909
R-8	Single Family Residential	534	1.00	534.00	1.00	534.00	1.00	534.00	28,167	3,292	7,403	38,861	0	2,384	22,704	25,088	63,949
R-15	Multi-Family Residential	467	0.70	326.90	0.39	182.13	0.83	387.61	17,243	1,123	4,532	22,897	0	634	12,840	13,474	36,371
R-20	Multi-Family Residential	314	0.70	219.80	0.39	122.46	0.83	260.62	11,594	755	3,047	15,396	0	0	0	0	15,396
R-25	Multi-Family Residential	370	0.70	259.00	0.39	144.30	0.83	307.10	13,661	889	3,591	18,141	0	711	14,410	15,121	33,263
NC	Neighborhood Commercial	11.00	32.71	359.78	18.97	208.67	3.05	33.58	18,977	1,286	4,988	25,251	0	0	0	0	25,251
	Sub Total			**3,708.48**		**3,200.56**		**3,531.91**	**$195,608**	**$19,729**	**$51,411**	**$266,748**	**$0**	**$13,138**	**$139,546**	**$152,683**	**$419,431**
Project West of Highway 113																	
R-5A	Single Family Residential	162	1.00	162.00	1.00	162.00	1.00	162.00	$0	$899	$2,246	$3,244	$0	$1,893	$18,030	$19,923	$23,167
R-8A	Single Family Residential	34	1.00	34.00	1.00	34.00	1.00	34.00	0	210	471	$681	0	0	0	0	681
R-15A	Multi-Family Residential	43	0.70	30.10	0.39	16.77	0.83	35.69	0	103	417	$521	0	0	0	0	521
	Sub Total	**239**		**226.10**		**212.77**		**231.69**	**$0**	**$1,312**	**$3,134**	**$4,446**	**$0**	**$1,893**	**$18,030**	**$19,923**	**$24,369**
School & County Sites (Front Footage)																	
FF	High School	50.00	n/a	3,015.00	n/a	0	n/a	0	$0	$0	$0	$0	$0	$0	$0	0	$0
FF	Woodland Community College	120.50	n/a	2,646.00	n/a	0	n/a	0	0	0	0	0	0	0	0	0	0
FF	Yolo County	31.00	n/a	2,530.00	n/a	0	n/a	0	0	0	0	0	0	0	0	0	0
	Sub Total	**201.50**		**8,191.00**		0		0	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Total								**$195,608**	**$21,040**	**$54,545**	**$271,194**	**$0**	**$15,031**	**$157,575**	**$172,606**	**$443,800**

TABLE 4
SUMMARY OF EBUS AND ALLOCATION OF COSTS
PART 2 OF 2

Allocation Method		(X)	*** ZONING TYPE ****		Zone Type (A)	Front Footage (B)	(A)+ (B) = (C)		(8)	(C) + (8) = (D)	(9)	(C) + (9) = (D)	(D) / (X) = (10)	(D) / (X) = (11)	(10)+(11)=(12)
Zoning	Land Use	Number of Projected Units/Acres	EBU Per Zone Type	Total EBUs or Front Footage (Zone Type)	Developed Parcels Only (Farmers Central, Rd 24C, Rd 101, Matmor, Collector and Local Streets, Ag channels)	Developed Parcels Only School and Public Owned Sites	Zoning & Front Footage Total Costs (Developed Property)		(From Above Table) Product Type Total Developed Parcels Only	Total for All Developed Property	(From Above Table) Product Type Total Developed & Undeveloped Parcels	Total Cost for All Properties	Base Rate Per Unit/Acre for Either Developed or Undeveloped	Addt'l Rate per Unit/Acre for Developed Property Only	Total Rate per Unit/Acre for Developed Property
Main Project (East of Highway 113)															
R-3	Single Family Residential	67	1.67	111.67	$17,837	$0	$17,837	266	$8,240	$26,076	$36,039	$53,876	$72.77	$389.20	$461.97
R-4	Single Family Residential	122	1.25	152.50	24,359	0	24,359		15,004	39,363	36,254	60,613	72.77	322.65	395.42
R-5	Single Family Residential	616	1.00	616.00	98,395	0	98,395	160	75,757	174,151	172,909	271,304	72.77	282.71	355.49
R-8	Single Family Residential	204	0.63	127.50	20,366	0	20,366	100	25,088	45,454	63,949	84,315	72.77	222.81	295.59
R-15	Multi-Family Residential	139	0.33	46.33	7,401	0	7,401	53	13,474	20,874	36,371	43,772	49.03	150.18	199.21
R-20	Multi-Family Residential	0	0.25	-	0	0	0		0	0	15,396	15,396	49.03	0.00	49.03
R-25	Multi-Family Residential	156	0.20	31.20	4,984	0	4,984		15,121	20,105	33,263	38,246	49.03	126.88	177.91
NC	Neighborhood Commercial	0.00	5.00	-	0	0	0		0	0	25,251	25,251	2,295.51	0.00	2,295.51
	Sub Total	**1,304**		**1,085.20**	**$173,341**	**$0**	**$173,341**		**$152,683**	**$326,024**	**$419,431**	**$592,772**			
Project West of Highway 113															
R-5A	Single Family Residential	162	1.00	162.00	$25,877	$0	$25,877		$19,923	$45,800	$23,167	$49,044	$20.03	$282.71	$302.74
R-8A	Single Family Residential	0	0.63	0.00	0	0	0		0	0	681	681	20.03	0.00	20.03
R-15A	Multi-Family Residential	0	0.33	0.00	0	0	0		0	0	521	521	12.11	0.00	12.11
	Sub Total	**162**		**162.00**	**$25,877**	**$0**	**$25,877**		**$19,923**	**$45,800**	**$24,369**	**$50,246**			
School & County Sites (Front Footage)															
FF	High School	50.00	n/a	3,015.00	$0	$8,000	$8,000		$0	$8,000	$0	$8,000	$0.00	$160.00	$160.00
FF	Woodland Community College	120.50	n/a	2,646.00	0	8,039	8,039		0	8,039	0	8,039	0.00	66.71	66.71
FF	Yolo County	31.00	n/a	2,530.00	0	7,809	7,809		0	7,809	0	7,809	0.00	251.91	251.91
	Sub Total	**201.50**		**8,191.00**	**$0**	**$23,848**	**$23,848**		**$0**	**$23,848**	**$0**	**$23,848**			
	Total				**$199,217**	**$23,848**	**$223,065**		**$172,606**	**$395,672**	**$443,800**	**$666,865**			

D. Assessment Range Formula

The purpose of establishing an Assessment Range Formula is to provide for reasonable increases and inflationary adjustment to annual assessments without requiring the District to go through the requirements of Proposition 218 in order to get a small increase. This District provides for an annual adjustment to the Maximum Assessment Rate per EBU based on the Engineering News Record Common Labor Cost Index.

The Assessment Range Formula shall be applied to all future assessments within the District beginning in fiscal year 2006/2007. Generally, if the proposed annual assessment (levy per EBU) for the current fiscal year is less than or equal to the calculated Maximum Assessment, then the proposed annual assessment is not considered an increased assessment. The Maximum Assessment is equal to the initial Assessment (approved by property owners within the District) adjusted annually by the percentage increase in the Engineering News Record Common Labor Cost Index rate. Beginning in the second fiscal year (Fiscal Year 2006/2007) and each fiscal year thereafter, the Maximum Assessment would be recalculated and a new Maximum Assessment established within the District.

The Maximum Assessment is adjusted annually and is calculated independent of the District's annual budget and proposed annual assessment. Any proposed annual assessment (rate per EBU less than or equal to this Maximum Assessment) is not considered an increased assessment, even if the proposed assessment is greater than the assessment applied in the prior fiscal year.

Although the Maximum Assessment will increase each year, the actual assessment may go up and down as compared to the previous year(s). The Maximum Assessment adjustment is designed to allow for the adjustment of the annual assessment for inflation in order to maintain the original purchasing power of the district budget. The Maximum Assessment calculated each year does not require or facilitate an increase to the annual assessment and neither does it restrict assessments to the adjustment maximum amount. If the budget and assessment for the fiscal year do not require an increase, or the increase is less than the adjusted Maximum Assessment, then the required budget and assessment may be applied without additional property owner balloting. If the budget and assessments calculated requires an increase greater than the adjusted Maximum Assessment, then the assessment is considered an increased assessment and would be subject to Proposition 218 balloting.

The increase in the Engineering News Record Common Labor Cost Index from January 2012 to January 2013 is .2.03%.

SECTION V. ASSESSMENT ROLL

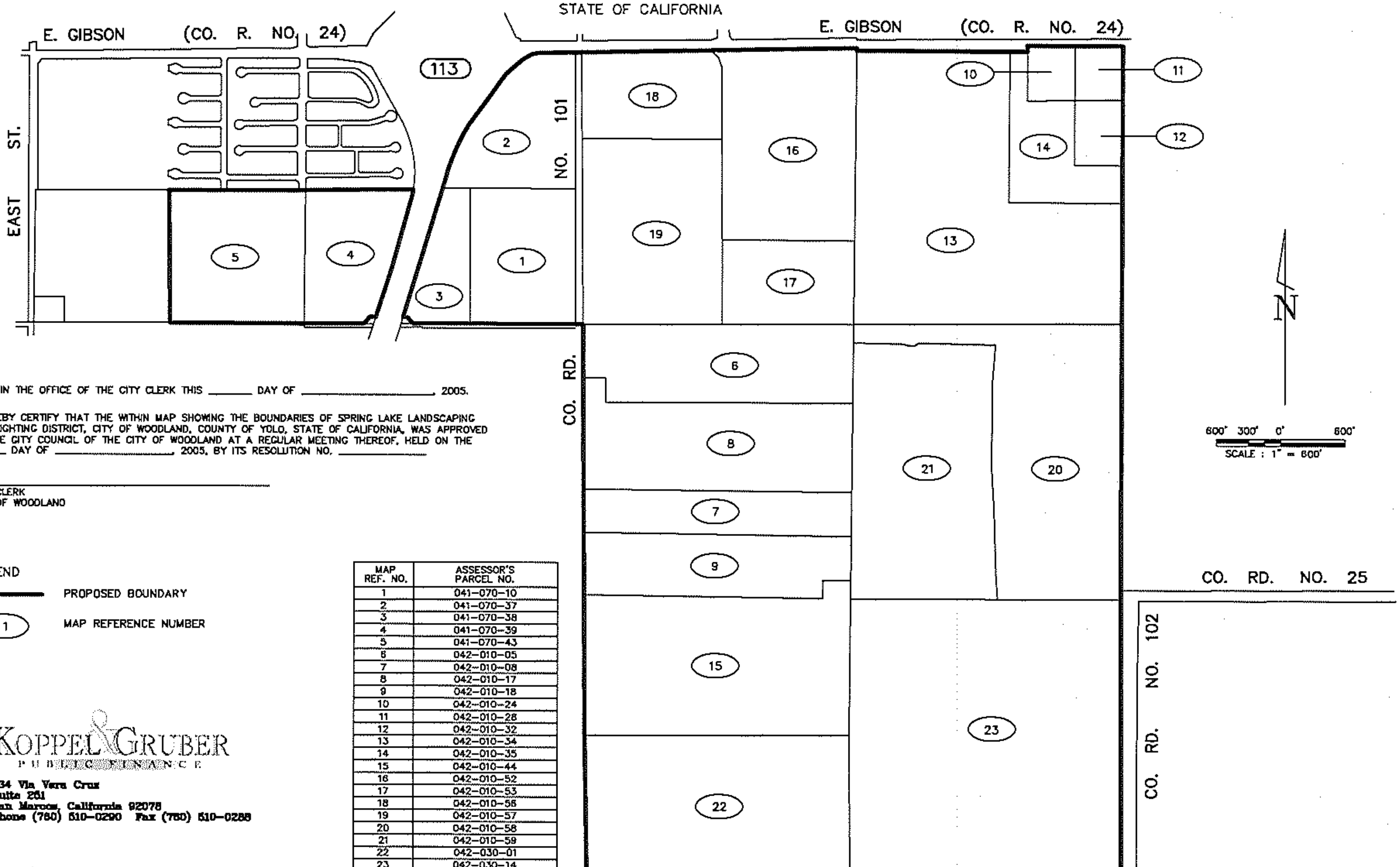
The assessment roll is a listing of the proposed Assessment for Fiscal Year 2013/2014 apportioned to each lot or parcel, as shown on the Yolo County last equalized roll of the assessor and reflective of the Assessor's Parcel Map(s) associated with the equalized roll. A listing of parcels proposed to be assessed within this District, along with the Maximum Assessment amounts, is on file with the City Clerk and incorporated into this report by reference.

SECTION VI. DISTRICT DIAGRAM

The parcels within the Spring Lake Landscaping and Lighting District consist of all lots, parcels and subdivisions of land located in Spring Lake Specific Plan Area. This includes assessor parcels shown on the current Yolo County Assessor's Parcel Map Book 041 page 07, 23, 24 and Book 042 pages 01, 03 and 35-57. A boundary map of the area is attached.

PROPOSED BOUNDARY OF
SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT

CITY OF WOODLAND
COUNTY OF YOLO
STATE OF CALIFORNIA



FILED IN THE OFFICE OF THE CITY CLERK THIS ______ DAY OF ________________, 2005.

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE BOUNDARIES OF SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT, CITY OF WOODLAND, COUNTY OF YOLO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND AT A REGULAR MEETING THEREOF, HELD ON THE ______ DAY OF ________________, 2005, BY ITS RESOLUTION NO. __________

____
CITY CLERK
CITY OF WOODLAND

LEGEND

PROPOSED BOUNDARY

(1) MAP REFERENCE NUMBER

KOPPEL & GRUBER
PUBLIC FINANCE
334 Via Vera Cruz
Suite 261
San Marcos, California 92078
Phone (760) 510-0290 Fax (760) 510-0288

(04-110) NOVEMBER 2004

MAP REF. NO.	ASSESSOR'S PARCEL NO.
1	041-070-10
2	041-070-37
3	041-070-38
4	041-070-39
5	041-070-43
6	042-010-05
7	042-010-08
8	042-010-17
9	042-010-18
10	042-010-24
11	042-010-28
12	042-010-32
13	042-010-34
14	042-010-35
15	042-010-44
16	042-010-52
17	042-010-53
18	042-010-56
19	042-010-57
20	042-010-58
21	042-010-59
22	042-030-01
23	042-030-14

CITY OF WOODLAND

Spring Lake Landscaping and Lighting District

Engineer's Report
Fiscal Year 2013/2014

Report Submitted by:

____

Scott Koppel
Koppel & Gruber Public Finance

____

Registered Engineer

APPENDIX

TABLE 5
SUMMARY OF FISCAL YEAR 2013-2014 MAINTENANCE COSTS

SEGMNT	AREA	ALLOCATION METHOD	APPR. LENGTH (lf)	APPR. WIDTH (sf)	PARKS							PUBLIC WORKS								LINE ITEM TOTAL	PUBLIC AGENCY COST[1]	DEVELOPERS' COST[2]	NET DEVELOPER COST
					LANDSCAPING		GREENBELTS & PARKS		WALLS & FENCING		CAPITAL	LANDSCAPING		TREES		LIGHTING		SIGNALIZED INTERSECTIONS					
					Quantity (sq. ft.)	Cost ($0.15/sq.ft.)	Quantity (ac.)	Cost ($15,000/ac.)	Quantity (ln. ft.)	Cost ($1.10/ln. ft.)	Lump Sum	Quantity (sq. ft.)	Lump Sum	Quantity (each)	Cost ($60/ea @ maturity)	Quantity (each)	Cost ($153/each)	Quantity (each)	Cost ($11,498/each)		Landscaping, Trees & Lights Area Cost	Landscaping, Trees & Lights Area Cost	
A1	Pioneer Avenue	PRODUCT TYPE - Dev/Undev (Base)	7825	Varies (41-53)	0	$0			0	$0				0	$0	0	$0	1	$2,875	$2,875			2,874.50
A2	Pioneer Avenue *(Fronting High School Property)*	PRODUCT TYPE - Dev/Undev (Base) & Front Foota	1815	16	0	$0								0	$0	1	$77			$77	$38.25	$38.25	38.25
B	Parkway Drive	PRODUCT TYPE - Dev/Undev (Base)	5181	53	137,297	$8,581			3,925	$1,259				500	$1,250	13	$995	0	$0	$12,085			12,084.80
C1	Road 102	PRODUCT TYPE - Dev/Undev (Base)	5300	37	156,880	$9,805			4,240	$4,664				394	$984	18	$821	3	$24,146	$40,420			40,419.90
C2	Road 102 *(Fronting College Property)*	PRODUCT TYPE - Dev/Undev (Base) & Front Foota	1186	37	43,882	$2,743								94	$235	6	$268			$3,245	$1,140.88	$2,104.50	2,104.50
C3	Road 102 *(Fronting Yolo County Property)*	PRODUCT TYPE - Dev/Undev (Base) & Front Foota	1433	37	53,021	$3,314								114	$285	7	$312			$3,911	$1,373.44	$2,537.75	2,537.75
D1	East Gibson Road (Includes total 1/2 median sf = 25656	PRODUCT TYPE - Dev/Undev (Base)	1400	24.5	34,300	$2,144								108	$270	13	$1,790	2	$22,996	$27,200			27,199.85
D2	East Gibson Road *(Fronting High School)*	PRODUCT TYPE - Dev/Undev (Base) & Front Foota	1200	24.5	29,400	$1,838								96	$240	6	$826			$2,904	$1,433.10	$1,470.60	1,470.60
D3	East Gibson Road *(Fronting College)*	PRODUCT TYPE - Dev/Undev (Base) & Front Foota	1460	24.5	35,770	$2,236								176	$440	7	$964			$3,640	$1,796.95	$1,842.58	1,842.58
D4	East Gibson Road *(Fronting Yolo County Property)*	PRODUCT TYPE - Dev/Undev (Base) & Front Foota	1097	24.5	26,877	$1,680								86	$215	5	$689			$2,583	$1,274.50	$1,308.78	1,308.78
E	Road 25A	PRODUCT TYPE - Dev/Undev (Base)	5250	33	0	$0			0	$0				0	$0	0	$0	0	$0	$0			0.00
F1	Farmer's Central Road	ZONING - Dev Only	6604	varies (13-37)	69,977	$4,374	0	$0						158	$396	23	$2,685	1	$2,875	$10,329			10,329.24
F2	Farmer's Central Road *(Fronting School "A")*	ZONING - Dev Only	696	8	0	$0								0	$0	0	$0			$0			0.00
G	Mixed Use Channel*	PRODUCT TYPE - Dev/Undev (Drainage)	3560									320,400	$10,013	500	$1,250					$11,263			11,262.50
H	Road 24C	ZONING - Dev Only	2000											24	$36	3	$138			$174			173.70
I1	Road 101	ZONING - Dev Only	5817	Varies (5-16)	0	$0								0	$0	0	$0			$0			0.00
I2	Road 101 *(Fronting School "A")*	ZONING - Dev Only	647	8	0	$0								0	$0	0	$0			$0			0.00
J1	Matmor Road (West Side Only)	ZONING - Dev Only	1280											0	$0	0	$0			$0			0.00
J2	Matmor Road *(Fronting Private School - East Side Only)*	ZONING - Dev Only	1280	8	0	$0								0	$0	0	$0			$0			0.00
K1	Collector One	ZONING - Dev Only	5200	varies	13,572	$848								113	$225	14	$1,133			$2,206			2,205.83
K2	Collector One *(Fronting School "B")* (680lf of Local)	ZONING - Dev Only	625	8	0	$0								13	$25	3	$241			$266			265.98
K3	Collector One *(Fronting School "C")* (630lf of Local)	ZONING - Dev Only	490	8	0	$0								0	$0	0	$0			$0			0.00
L	Collector Two (Greenbelt Corrid	ZONING - Dev Only	3200				0	$0						0	$0	0	$0			$0			0.00
M	Collector Four	ZONING - Dev Only	1300											0	$0	0	$0			$0			0.00
N	Collector "A" Street	ZONING - Dev Only	5200	varies	0	$0								0	$0	0	$0			$0			0.00
	Subdivision Trail Corridor	PRODUCT TYPE - Dev only (Parks)			0	$0								0	$0	0	$0			$0			0.00
	Greenbelts	PRODUCT TYPE - Dev only (Parks)			172,350	$6,463								600	$900	45	$851			$8,214			8,214.19
	Highway 113 Buffer	PRODUCT TYPE - Dev only (Base)							0	$0		0	$0							$0			0.00
	Central Park	PRODUCT TYPE - Dev only (Parks)					0	$0												$0			0.00
	Park "A" (Landscaping Strips Included in Road 101 & Loca	PRODUCT TYPE - Dev only (Parks)					0	$0												$0			0.00
	Park "B" (Landscaping Strips Included in Coll. 1 & Loc	PRODUCT TYPE - Dev only (Parks)					0	$0												$0			0.00
	Park "C" (Landscaping Strips Included in Coll. 1 & Loc	PRODUCT TYPE - Dev only (Parks)					0	$0												$0			0.00
	Mini-Park	PRODUCT TYPE - Dev only (Parks)					0	$0												$0			0.00
	Gateway Entries ($0.70/sq. ft.)	PRODUCT TYPE - Dev only (Base)			30,000	$5,250								50	$75					$5,325			5,325.00
	Local Streets	ZONING - Dev Only			105	$4								611	$916	80	$5,474			$6,393			6,393.37
O	Local Streets *(Fronting School "B")*	ZONING - Dev Only	680	6	4,080	$153								27	$41	6	$413			$607			606.60
	Local Streets *(Fronting School "C")*	ZONING - Dev Only	630	6	3,780	$142								25	$38	6	$413			$592			592.35
	Off-Site Inlet Channel (South Area)*	PRODUCT TYPE - Dev Only (Drainage)										188,280	$4,875							$4,875			4,875.00
	Off-Site Inlet Channel (North Area)*	PRODUCT TYPE - Dev Only (Drainage)							4,700	$2,585		192,400	$3,583							$6,168			6,167.50
	Off-Site Interceptor/Conveyance Facility (East Area Agricultural Interceptor)*	ZONING - Dev Only							2,500	$1,375		358,110	$8,625							$10,000			10,000.00
	Off-Site Interceptor/Conveyance Facility (West Area Agricultural Interceptor)*	ZONING - Dev Only										135,720	$4,675							$4,675			4,675.00
	Off-Site Outlet Channel*	PRODUCT TYPE - Dev Only (Drainage)							2,800	$1,540		192,360	$2,855							$4,395			4,395.00
	Off-Site East Regional Pond (East Area)*	PRODUCT TYPE - Dev Only (Drainage)							1,000	$550		1,012,220	$2,225							$2,775			2,775.00
	Off-Site East Regional Pond (West Area)*	PRODUCT TYPE - Dev Only (Drainage)							2,400	$1,320		983,420	$1,840							$3,160			3,160.00
	Off-Site Regional Pond Park	PRODUCT TYPE - Dev Only (Drainage)			177,000	$7,837			2,100	$1,155				200	$300	4	$551			$9,842			9,842.30
	On-Site Temporary Agricultural Interceptor*	ZONING - Dev Only										326,000	$3,500							$3,500			3,500.00
	Administration Costs	PRODUCT TYPE - Dev/Undev (Base)									$22,500									$22,500			22,500.00
	TOTALS				988,290	$57,409	0.000	$0	23,665	$14,448	$22,500	3,708,910	$42,190	3,888	$8,120	259.400	$18,639	7.000	$52,891	$216,197	$7,057	$9,302	209,140.06

Segments refer to map (SLSP On-site Exibit)

*Cost estimated as a lump sum basis.

**Public Works phasing capital costs are shown in attached memo.

[1]Public Agency Formula = (12' of Landscaping*$.15)+(Tree Total/2)+(Lighting Total/2)

[2]Developers' Cost = Total Area Cost - Public Agency Cost

TOTAL PARKS	=	$94,358
**TOTAL PUBLIC WORKS	=	$121,840
SUBTOTAL	-	$216,197
TOTAL PUBLIC AGENCY	=	-$7,057
OVERALL TOTAL DEVELOPERS' COST		$209,140

22,500.00	FOR ADMIN
9,000.00	KGPF/COUNTY
9,000.00	City Admin
4,500.00	GIS

CITY OF WOODLAND
Spring Lake Subdivision Tract Information
For 2013/2014 Assessment Calculation

Subdivision No.	Developer	Project	Approval Date	No. of Units	R3 Units	R4 Units	R5 Units	R8 Units	R15 Units	R20 Units	R25 Units
					ZONING[1]						
For Fiscal Year 2006/2007[1]											
4711	Monley Cronin	Heritage Park 1A	May 05	41		41					
4650	Russell Ranch Dev. Inc.	Heritage Unit 1	May 05	51	51						
4736	Russell Ranch Dev. Inc.	Heritage Unit 2	July 05	16	16						
4752	KB Home	TOC Village 2	Sept 05	145			145				
4764	Russell Ranch Dev. Inc.	Heritage Unit 3/Heritage Village	Aug 05	10					10		
4765	Monley Cronin	Heritage Park 1B/Liberty Village	July 05	10					10		
For Fiscal Year 2007/2008											
4648	KB Home North Bay Inc.	TOC Village 1-B	Mar-06	112				112			
4649	KB Home North Bay, Inc.	TOC Village 1-A	Mar-06	87				87			
4670	Pioneer Investors LLC	Heidrick Ranch, Phase 1	Jun-06	59			59				
4753	KB Home North Bay, Inc.	Village 3	May-06	134			134				
4754	Centex Homes	Village 4	Mar-06	140			140				
4821	HTW West Ventures LLC	Turn of the Century Large Lot Subdivision	Jan-06 n/a[2]	156							156
For Fiscal Year 2007/2008											
4778	Centex Homes	Beeghly Ranch	Mar-07	216		81	135				
For Fiscal Year 2010/2011											
4675	Standard Pacific Corp	Parkside at Spring Lake	Feb-11	42			42				
4993	Standard Pacific Corp	Huntington Square (Parkside)	Jun-11	120			120				
			TOTAL	**1,339**	**67**	**122**	**775**	**199**	**20**	**0**	**156**

1. Update Provided by Bruce Pollard, Senior Civil Engineer, City of Woodland on 6/6/12
2. Subdivided into 6 lettered lots with Developed Apartments on one of the lots

C:\Documents and Settings\Administrator\My Documents\CLIENTS\woodland\Spring Lake LL\2012\L&L\Cost Estimate\[Subdivision Info.xls]Sheet1

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
13.

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: $1,367,600 City of Woodland
Community Facilities District No. 2004-1 (Spring Lake)
Subordinate Special Tax Bonds, Series 2013B

Recommendation for Action

Staff recommends the City Council approve Resolution No. _____ authorizing the execution and delivery of a bond issuance agreement; authorizing the issuance of subordinate special tax bonds, and approving certain other actions related thereto. The proceeds of these bonds will be used to reimburse first release property owners for oversizing infrastructure within the Spring Lake Specific Plan.

Fiscal Impact

There is no direct impact to the General Fund of the City. However, the issuance of these bonds will help to reimburse first round developers for oversizing of public infrastructure and should help spur development.

Background

In 2012 the City, along with consultants, designed a private placement bond program to allow landowners / developers within the District to issue bonds to either finance required infrastructure or finance the required reimbursement of first round developers for oversizing commitments. Ms. Melanie Matthews of Turn of the Century, a Delaware Limited Liability Company ("landowner") approached the City about being the second party to utilize the private placement program.

Discussion

Pursuant to the Fiscal Agent Agreement for the 2004 bonds, the City cannot issue a second series of bonds on parity (equal claim on special taxes) with the 2004 bonds until at least 700 permits and a third series of bonds until at least 1,400 permits have been issued for the construction of single-family dwelling units. The City can certainly accommodate another series of bonds now, since more than 700 permits have been issued, however any issuance now will block the issuance of bonds again until the City reaches 1,400 permits. The subordinate private placement bond program works around this restriction since these bonds are subordinate to the 2004 bonds. In addition, as will be discussed at a future meeting, the financing team is preparing documents for a refinancing of the 2004 bonds that will eliminate these restrictive unit requirements.

The subject property is currently owned by Turn of the Century, a Delaware Limited Liability Corporation. They currently have a merchant builder interested in purchasing the subject property to develop a 47-unit R-4 project. The land sale is currently slated to close sometime between June 19 and June 25, 2013. The intent is to have the company, or their designees, purchase and own the bonds structured as 30-year debt escalating to keep pace with the 2% annual growth in special taxes. The interest rate on the bonds is set at 7.00% which would be consistent with a non-rated subordinate land secured transaction in the current market.

Below is an estimated table of the Maximum Special Taxes to be generated from the subject property, the estimated debt service on the bonds and the estimated debt service coverage by the Maximum Special Taxes:

City of Woodland
CFD No. 2004-1 (Spring Lake)
Subordinate Special Tax Bonds, Series 2013 B
Turn of the Century (47-Unit, R-4 Project)

[1]	[2]	[3]	[4]	[5]	[6]
Bond Year	Maximum Special Tax	# of Units	Available Special Tax Revenue	Net Bond Year Debt Service	Debt Service Coverage
2013	2,226.15				
2014	2,270.67	47	106,721.63	-	-
2015	2,316.09	47	108,856.06	98,982.73	1.100
2016	2,362.41	47	111,033.18	100,060.73	1.110
2017	2,409.66	47	113,253.65	101,140.73	1.120
2018	2,457.85	47	115,518.93	102,215.73	1.130
2019	2,507.01	47	117,829.30	103,278.73	1.141
2020	2,557.15	47	120,185.89	104,422.73	1.151
2021	2,608.29	47	122,589.61	105,533.73	1.162
2022	2,660.46	47	125,041.40	106,704.73	1.172
2023	2,713.66	47	127,542.23	107,921.73	1.182
2024	2,767.94	47	130,093.07	109,070.73	1.193
2025	2,823.30	47	132,694.93	110,244.73	1.204
2026	2,879.76	47	135,348.83	111,429.73	1.215
2027	2,937.36	47	138,055.81	112,611.73	1.226
2028	2,996.10	47	140,816.93	113,876.73	1.237
2029	3,056.03	47	143,633.26	115,103.73	1.248
2030	3,117.15	47	146,505.93	116,278.73	1.260
2031	3,179.49	47	149,436.05	117,587.73	1.271
2032	3,243.08	47	152,424.77	118,802.73	1.283
2033	3,307.94	47	155,473.26	120,109.73	1.294
2034	3,374.10	47	158,582.73	121,380.73	1.306
2035	3,441.58	47	161,754.38	122,694.73	1.318
2036	3,510.41	47	164,989.47	124,023.73	1.330
2037	3,580.62	47	168,289.26	125,339.73	1.343
2038	3,652.24	47	171,655.05	126,614.73	1.356
2039	3,725.28	47	175,088.15	128,020.73	1.368
2040	3,799.79	47	178,589.91	129,415.73	1.380
2041	3,875.78	47	182,161.71	130,764.73	1.393
2042	3,953.30	47	185,804.94	132,132.73	1.406
2043	4,032.36	47	189,521.04	(1,349.27)	-
Totals			**4,329,491.58**	**3,214,416.17**	

Notes
[1] Bond Year Ending September 5 Each Year
[2] Escalated at 2.00% Per Year
[3] Projected Number of Units to be Developed
[4] [2] * [3]
[5] Net Debt Service (Net of Capitalized Interest and Reserve Fund Earnings at 1.00%)
[6] [4] / [5]

In keeping with the policies established by the private placement bond program, the bonds will have a reserve fund to cover debt service in the event of delinquencies, capitalized interest sufficient to cover the interest due from the closing date through and including September 5, 2014 and a minimum debt service coverage of 1.10 times. The capitalized interest is required since the City will not be able to place the special taxes on the tax roll until August of this year. These bonds are subordinate to bonds issued for the District in 2004, and as such, are second in line to receive the special tax revenues each year. The City will continue to receive the special taxes each year as collected by the County and will first pay debt service on the 2004 bonds in full (interest due each March 1 and principal and interest due each September 1) and then pay principal and interest on the private placement bonds each September 5 after the full payment of debt service on the 2004 bonds.

In order to accommodate the land sale and also the timing for final map approval by the City Council, the landowner has agreed to escrow the proceeds of the bonds until the final map is approved. At the closing of the land sale the landowner will deposit $35,500 with the City to pay the costs of issuing the bonds. In addition, the proceeds of the bonds will be held in escrow and released upon final map approval. Should something happen to the land sale or the final map not be approved, the proceeds of the bonds in the full amount of $1,367,600 will be returned to the landowner/purchaser and the sale cancelled. Should the final map receive approval, the landowner will be reimbursed for their costs of issuance deposit, capitalized interest will be funded on the bonds and a reserve fund established and held in trust by the City. The remaining net proceeds will be used to reimburse first release developers for the oversizing of public infrastructure.

Below is a copy of the estimated sources and uses of funds for the bonds:

City of Woodland
CFD No. 2004-1 (Spring Lake)
Subordinate Special Tax Bonds, Series 2013 B
Sources and Uses of Funds

Sources of Funds			
Par Amount of Bonds		1,367,600.00	
Plus: Accrued Interest		-	
Less: (OID) / Plus: OIP		-	
Less: Underwriter's Discount	-	-	
Net Proceeds			1,367,600.00
Other Source of Funds			-
Other Source of Funds			-
Total Sources			**1,367,600.00**
Uses of Funds			
Project Fund Deposit		1,086,535.47	
Less: Interest Earnings		-	
Net Funds			1,086,535.47
Capitalized Interest Fund		112,219.18	
Less: Interest Earnings		-	
Less: Reserve Fund Earnings		(1,581.64)	
Net Funds			110,637.53
Reserve Fund			134,927.00
Costs of Issuance			35,500.00
Surety Bond Premium	-		-
Bond Insurance	-		-
L/C Fees (Upfront)	-		-
Accrued Interest			-
Other Use of Funds			-
Other Use of Funds			-
Total Uses			**1,367,600.00**
Rounding Adjustment			-

Below is a table showing the interest rates and estimated debt service on the proposed bonds:

City of Woodland
CFD No. 2004-1 (Spring Lake)
Subordinate Special Tax Bonds, Series 2013 B
Gross Debt Service Schedule

Date	Principal	Rate	Interest	Annual Debt Service
07/03/13				
09/05/14		-	112,219.18	112,219.18
09/05/15	4,600.00	7.000	95,732.00	100,332.00
09/05/16	6,000.00	7.000	95,410.00	101,410.00
09/05/17	7,500.00	7.000	94,990.00	102,490.00
09/05/18	9,100.00	7.000	94,465.00	103,565.00
09/05/19	10,800.00	7.000	93,828.00	104,628.00
09/05/20	12,700.00	7.000	93,072.00	105,772.00
09/05/21	14,700.00	7.000	92,183.00	106,883.00
09/05/22	16,900.00	7.000	91,154.00	108,054.00
09/05/23	19,300.00	7.000	89,971.00	109,271.00
09/05/24	21,800.00	7.000	88,620.00	110,420.00
09/05/25	24,500.00	7.000	87,094.00	111,594.00
09/05/26	27,400.00	7.000	85,379.00	112,779.00
09/05/27	30,500.00	7.000	83,461.00	113,961.00
09/05/28	33,900.00	7.000	81,326.00	115,226.00
09/05/29	37,500.00	7.000	78,953.00	116,453.00
09/05/30	41,300.00	7.000	76,328.00	117,628.00
09/05/31	45,500.00	7.000	73,437.00	118,937.00
09/05/32	49,900.00	7.000	70,252.00	120,152.00
09/05/33	54,700.00	7.000	66,759.00	121,459.00
09/05/34	59,800.00	7.000	62,930.00	122,730.00
09/05/35	65,300.00	7.000	58,744.00	124,044.00
09/05/36	71,200.00	7.000	54,173.00	125,373.00
09/05/37	77,500.00	7.000	49,189.00	126,689.00
09/05/38	84,200.00	7.000	43,764.00	127,964.00
09/05/39	91,500.00	7.000	37,870.00	129,370.00
09/05/40	99,300.00	7.000	31,465.00	130,765.00
09/05/41	107,600.00	7.000	24,514.00	132,114.00
09/05/42	116,500.00	7.000	16,982.00	133,482.00
09/05/43	126,100.00	7.000	8,827.00	134,927.00
Total	**1,367,600.00**		**2,133,091.18**	**3,500,691.18**

The landowner, or their designees, will own these bonds until such time as the City can enter the public market to issue parity bonds to fund both additional infrastructure and at the same time refund this and any other private placement bonds outstanding or enough of these private placement bonds can be pooled together to make a public offering cost effective.

The financing team consists of:

Bond Counsel:	Kronick, Moskovitz, Tiedemann & Girard
Financial Advisor:	Del Rio Advisors, LLC

The schedule, should the Council bless the issuance, would be to complete all documentation shortly after the meeting and close the transaction somewhere between June 19 and June 25, 2013.

The following legal document related to the financing has been prepared in substantially final form and attached for Council review:

- The Bond Issuance Agreement

Recommendation for Action

Staff recommends the City Council approve Resolution No. _____ authorizing the execution and delivery of a bond issuance agreement; authorizing the issuance of subordinate special tax bonds, and approving certain other actions related thereto. The proceeds of these bonds will be used to reimburse first release property owners for oversizing infrastructure within the Spring Lake Specific Plan.

Prepared by:
Kimberly McKinney
Finance Officer

Paul Navazio
City Manager

Attachments

CITY OF WOODLAND
COMMUNITY FACILITIES DISTRICT NO. 2004-1
(SPRING LAKE)

RESOLUTION NO. ____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE EXECUTION AND DELIVERY OF A BOND ISSUANCE AGREEMENT; AUTHORIZING THE ISSUANCE OF SUBORDINATE SPECIAL TAX BONDS; AND APPROVING CERTAIN OTHER ACTIONS RELATED THERETO

WHEREAS, by Resolution No. 4559, adopted on June 22, 2004, the City Council of the City of Woodland (the "City") established the City's Community Facilities District No. 2004-1 (Spring Lake) (the "CFD") pursuant to the Mello-Roos Community Facilities Act of 1982 (Chapter 2.5, Part 1, Division 2, Title 5 (commencing with Section 53311) of the California Government Code) (the "Act"), for the purpose of providing for the financing of the construction and acquisition of certain public capital facilities described in the Resolution of Formation;

WHEREAS, on June 22, 2004, the qualified electors of the CFD authorized the City Council to levy special taxes upon the land within the CFD and to issue bonds in the principal amount of not to exceed $112,500,000 (the "Bonds"), secured by the special taxes, pursuant to the terms of the Act;

WHEREAS, the City previously issued $33,050,000 of its Community Facilities District No. 2004-1 (Spring Lake) Special Tax Bonds, Series 2004, which the City intends to refund by issuing its Community Facilities District No. 2004-1 (Spring Lake) Special Tax Refunding Bonds, Series 2013 (the "2013 Bonds"), pursuant to a Fiscal Agent Agreement, expected to be executed in 2013 (the" Fiscal Agent Agreement"), between the City and U.S. Bank National Association;

WHEREAS, the City Council has determined to issue a series of bonds that will be subordinate to the 2013 Bonds and any other bonds issued pursuant to the Fiscal Agent Agreement, to be designated as Community Facilities District No. 2004-1 (Spring Lake) Subordinate Special Tax Bonds, Series 2013B (the "Subordinate Bonds") for the purpose of financing the payment of the cost of acquiring certain public improvements for the City that were constructed or acquired by property owners in the CFD;

WHEREAS, the Bond Issuance Agreementof the City, pursuant to which the City will issue the Subordinate Bonds, which is incorporated herein by reference, has been presented to the City Council for its review and approval;

WHEREAS, it appears to the City Council that the authorization, approval, execution, and delivery of the Bond Issuance Agreement and the agreements and documents contemplated thereby or incidental thereto and the issuance, sale, and delivery of the Subordinate Bonds in accordance with the Bond Issuance Agreement are desirable and in the best interests of the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland, that:

Section 1. Recitals. The foregoing recitals are true and correct and the City Council so finds and determines.

Section 2 Authorization of Officers to Execute and Deliver the Bond Issuance Agreement. The City Council hereby authorizes the Mayor, the City Manager, the Finance Officer, and their designees (the "Designated Officers"), and each of them individually, for and in the name of the and on behalf of the City, to approve, execute, and deliver the Bond Issuance Agreement, in substantially the form presented to the City Council at this meeting, which agreement is hereby approved, with such changes, insertions, revisions, corrections, or amendments as shall be approved by the officer or officers executing the agreement for the City Council. The execution of the foregoing by a Designated Officer or Officers shall constitute conclusive evidence of such officer's or officers' and the City Council's approval of any such changes, insertions, revisions, corrections, or amendments to the form of the agreement presented to the City Council at this meeting. The date, respective principal amounts of each maturity, the interest rates, interest payment dates, denominations, forms, registration privileges, place or places of payment, terms of redemption, and other terms of the Subordinate Bonds, shall be as provided in the Bond Issuance Agreement as finally executed.

Section 3. Authorization to Issue Bonds. The City Council hereby authorizes the issuance of the Subordinate Bonds in accordance with the terms of the Bond Issuance Agreement as finally executed.

Section 4. Authorization of Sale. The City Council hereby authorizes the sale, at a price equal to their principal amount, of not to exceed $1,367,600 principal amount of Subordinate Bonds, bearing interest at 7.00% per annum, to the buyers designated by Turn of the Century, a Delaware Limited Liability Company.

Section 5. Retention of Professionals. Del Rio Advisors, LLC, is hereby appointed as financial advisor to the City and Kronick, Moskovitz, Tiedemann & Girard, a Professional Corporation, is hereby appointed bond counsel to the City for the issuance and sale of the Subordinate Bonds. The terms of these engagements are as specified in the agreements presented in connection with the City Council's approval of the Subordinate Special Tax Bonds, Series 2013A.

Section 6. General Authorization. The City Council hereby authorizes and directs the Designated Officers, and each of them individually, for and in the name of and on behalf of the City Council, to do any and all things and to execute and deliver any and all documents that they may deem necessary or advisable in order to complete the sale, issuance, and delivery of the Subordinate Bonds and otherwise to carry out, give effect to, and comply with the terms and intent of this resolution. All actions heretofore taken by such officers and agents that are in conformity with the purposes and intent of this resolution are hereby ratified, confirmed and approved in all respects.

Section 8. Effective Date. This resolution shall take effect immediately upon its passage.

APPROVED, PASSED AND ADOPTED on June 18, 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

____
City Clerk of the City of Woodland

DRAFT
KMTG
14 JUN 13

BOND ISSUANCE AGREEMENT

made by the

CITY OF WOODLAND

Dated June 1, 2013

Relating to the

$1,367,600
CITY OF WOODLAND
COMMUNITY FACILITIES DISTRICT NO. 2004-1 (SPRING LAKE)
SUBORDINATE SPECIAL TAX BONDS
SERIES 2013B

TABLE OF CONTENTS

BOND ISSUANCE AGREEMENT

This BOND ISSUANCE AGREEMENT (the "Agreement"), dated June 1, 2013, is made by the CITY OF WOODLAND (the "City"), a municipal corporation duly organized and existing under and by virtue of the Constitution and laws of the State of California, for the benefit of the owners from time to time of the bonds issued hereunder.

RECITALS

1. The City Council of the City (the "City Council") on June 22, 2004, duly adopted its Resolution No. 4559 (i) establishing the City's Community Facilities District No. 2004-1 (Spring Lake) (the "CFD") for the purpose of providing for the financing of certain services and the financing of the design, construction, and acquisition of certain public facilities in and for the CFD and (ii) determining the necessity to incur a bonded indebtedness in the amount of $112,500,000 with respect to the CFD.

2. On June 22, 2004, the qualified electors of the CFD authorized the City Council to levy special taxes upon the land within the CFD and to issue bonds in the principal amount of not to exceed $112,500,000 (the "Bonds"), secured by the special taxes.

3. The City now is fully authorized pursuant to the Mello-Roos Community Facilities Act of 1982 (Sections 53311 et seq. of the Government Code of the State of California, as amended) (the "Law") to issue the Bonds.

4. The City expects to issue Bonds (the "Refunding Bonds") in the near future for the purpose of refunding its Community Facilities District No. 2004-1 (Spring Lake) Special Tax Bonds, Series 2004.

5. The City will issue the Refunding Bonds pursuant to a Fiscal Agent Agreement (the "Fiscal Agent Agreement") between U.S. Bank National Association and the City, under which the City will also issue additional Bonds for the purpose of financing and refinancing the design, construction, and acquisition of public facilities in and for the CFD.

6. The City has determined to enter into this Agreement in order (a) to provide for the execution and delivery of Bonds (the "Subordinate Bonds") that will be subordinate to the Bonds that are expected to be issued pursuant to the Fiscal Agent Agreement (the "Senior Bonds"), (b) to establish and declare the terms and conditions upon which the Subordinate Bonds shall be issued and secured, and (c) to secure the payment of the principal thereof and interest thereon.

7. The City intends to issue Bonds under the Fiscal Agent Agreement to retire the Subordinate Bonds at such time as the total amount of outstanding Bonds that are subordinate to the Senior Bonds is sufficient to economically support the costs of issuance of additional Senior Bonds and general bond market underwriting criteria for their issuance can be satisfied.

8. The City has found and determined that all acts, conditions and things required by law to exist, to have happened and to have been performed precedent to and in connection with the execution and entering into of this Agreement do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the parties hereto are now duly authorized to execute and enter into this Agreement.

AGREEMENT

In order to secure the payment of the Subordinate Bonds and the performance and observance by the City of all the covenants, agreements and conditions herein and in the Subordinate Bonds contained, the City hereby agrees and covenants with the owners from time to time of the Subordinate Bonds, as follows:

ARTICLE I
DEFINITIONS AND GENERAL PROVISIONS

Section 1.1. Definitions. Unless the context otherwise requires, the terms defined in this Section 1.1 shall, for all purposes hereof and of any amendment hereof or supplement hereto and of the Subordinate Bonds and of any certificate, opinion, request or other document mentioned herein or therein, have the meanings defined herein, the following definitions to be equally applicable to both the singular and plural forms of any of the terms defined herein:

Administrative Expenses means any or all of the following: the fees and expenses of any fiscal agent or trustee (including any fees or expenses of its counsel) employed in connection with any Bonds, and the expenses of the City carrying out its duties with respect to the CFD and the Bonds, including, but not limited to, costs of levying and collecting the Special Taxes, the fees and expenses of legal counsel, charges levied by the County Auditor's Office, Tax Collector's Office, and/or Treasurer's Office, costs related to annexing property into the CFD, costs related to property owner inquiries regarding the Special Taxes, amounts needed to pay rebate to the federal government with respect to the Bonds, costs associated with complying with any continuing disclosure requirements for the Bonds and the Special Taxes, and all other costs and expenses of the City in any way related to the establishment or administration of the CFD.

Agreement means this agreement made by the City.

Annual Debt Service means for each Bond Year the aggregate amount of principal and interest becoming due and payable on the Subordinate Bonds.

Bonds means all of the bonds issued by the City that are payable from the Special Taxes

Bond Year means the period ending on September 5 of each year with the first Bond Year ending on September 5, 2013, and the last Bond Year ending on the date on which the Subordinate Bonds are no longer outstanding.

Business Day means any day of the week other than a Saturday or a Sunday or a day on which banks in the State are not required or authorized to remain closed and on which the New York Stock Exchange is open for business.

CFD means the City's Community Facilities District No. 2004-1 (Spring Lake), a community facilities district duly established within the geographical jurisdiction of the City pursuant to the Law.

City means the City of Woodland.

City Council means the City Council of the City.

Code means the Internal Revenue Code of 1986, as the same shall be hereafter amended, and any regulations heretofore issued or that shall be hereafter issued by the United States Department of the Treasury thereunder.

Community Facilities Fund means the fund by that name established pursuant to Section 7.4 (Allocation of Net Special Taxes) of the Fiscal Agent Agreement.

County means the County of Yolo, State of California.

Event of Default means any of the events specified in Section 5.1 (Events of Default).

Fiscal Agent means U.S. Bank National Association, a national banking association duly organized under the laws of the United States of America, or its successor as Fiscal Agent.

Fiscal Agent Agreement means the Fiscal Agent Agreement that the City expects to enter into with the Fiscal Agent in the near future for the purpose of refunding the City's Community Facilities District No. 2004-1 (Spring Lake) Special Tax Bonds, Series 2004, as such agreement is originally executed or as it may from time to time be supplemented or amended by any Supplemental Fiscal Agent Agreement delivered pursuant to the provisions thereof.

Landowner means the owner of the real property that constitutes the Project.

Law means the Mello-Roos Community Facilities Act of 1982 (Sections 53311 et seq. of the Government Code of the State of California, as amended), as now in effect and as it may from time to time hereafter be amended or supplemented.

Maximum Annual Debt Service shall mean the greatest amount of principal and interest becoming due and payable on the Subordinate Bonds in any Bond Year including the Bond Year in which the calculation is made or any subsequent Bond Year.

Net Special Taxes means the Special Taxes less, in each Fiscal Year, Administrative Expenses up to the sum of $25,000 increased by 2% each year after Fiscal Year 2012-13.

Opinion of Counsel means a written opinion of counsel experienced in the field of law relating to municipal bonds, appointed and paid by the City.

Owner means the person in whose name any Subordinate Bond shall be registered.

Payment Date means September 5 of each year. The first Payment Date shall be September 5, 2014.

Project means the [specify project by name and Tentative Map number].

Rate and Method of Apportionment means the rate, method of apportionment, and manner of collection of the Special Taxes included as Exhibit B to the Resolution of Formation.

Record Date means the 1st day of the month preceding any Payment Date. The first Record Date shall be September 1, 2014.

Refunding Bonds means Senior Bonds issued for the purpose of refunding the City's Community Facilities District No. 2004-1 (Spring Lake) Special Tax Bonds, Series 2004.

Resolution of Formation means Resolution No. 4559 adopted by the City Council on June 22, 2004, establishing the CFD, as the same may be amended from time to time in accordance with the Law.

Senior Bonds means the Bonds issued pursuant to the Fiscal Agent Agreement.

Series 2013B Subordinate Bond Reserve Fund means the fund by that name established pursuant to Section 3.4 (Establishment and Application of Series 2013B Subordinate Bond Reserve Fund).

Series 2013B Subordinate Bond Reserve Requirement means, as of any date of calculation, the least of (i) Maximum Annual Debt Service as of such date, (ii) 125% of average Annual Debt Service on the Subordinate Bonds as of such date and (iii) 10% of the original principal amount of the Subordinate Bonds.

SLIF Credits mean the credits towards the building permit Spring Lake Infrastructure Fees in the amount of the Reimbursement Amount as defined in Section 2.2 (Application of Proceeds of the Subordinate Bonds).

Special Taxes means the special taxes authorized to be levied and collected annually on property in the CFD.

State means the State of California.

Subordinate Bonds means the City of Woodland Community Facilities District No. 2004-1 (Spring Lake) Subordinate Special Tax Bonds, Series 2013B, issued hereunder.

Tax Certificate means the Tax Certificate concerning certain matters pertaining to the use of proceeds of the Subordinate Bonds, executed and delivered by the City on the date of issuance of the Subordinate Bond, including all exhibits attached thereto, as such certificate may from time to time be modified or supplemented in accordance with the terms thereof.

Taxable Property means all property described by the definition of the term "Taxable Property" in the Rate and Method of Apportionment.

Section 1.2. **Effect of Headings and Table of Contents**. The headings or titles of the several Articles and Sections hereof, and any table of contents appended to copies hereof, shall be solely for convenience of reference and shall not affect the meaning, construction, or effect of this Agreement.

Section 1.3. **Successors and Assigns**. Whenever in this Agreement the City is named or referred to, such reference shall be deemed to include the successors or assigns thereof, and all the covenants and agreements in this Agreement contained by or on behalf of the City shall bind and inure to the benefit of the respective successors and assigns thereof whether so expressed or not.

Section 1.4. **Benefits of Agreement**. Nothing in this Agreement or in the Subordinate Bonds expressed or implied is intended or shall be construed to give to any person other than the City, the Landowner, and the Owners of the Subordinate Bonds, any legal or equitable right, remedy or claim under or in respect of this Agreement or any covenant, condition or provision therein or herein contained; and all such covenants, conditions and provisions are and shall be held to be for the sole and exclusive benefit of the City, the Landowner, and the Owners of the Subordinate Bonds.

Section 1.5. **Payments/Actions Otherwise Scheduled on Non-Business Days**. Except as specifically set forth in a Supplemental Agreement, any payments or transfers that would otherwise become due on any day that is not a Business Day shall become due or shall be made on the next succeeding Business Day. When any other action is provided for herein to be done on a day named or within a specified time period and the day named or the last day of the specified period falls on a day other than a Business Day, such action may be performed on the next succeeding Business Day with the same effect as though performed on the appointed day or within the specified period.

Section 1.6. **No Personal Liability for Debt Service**. No member of the City Council, officer, agent, or employee of the City shall be individually or personally liable for the payment of the principal of or interest on the Subordinate Bonds or be subject to any personal liability or accountability by reason of the issuance thereof; but nothing herein contained shall relieve any such Council member, officer, agent, or employee of the City from the performance of any official duty provided by law or by this Agreement.

Section 1.7. **Separability Clause**. If any one or more of the provisions contained in this Agreement or in the Subordinate Bonds shall for any reason be held to be invalid, illegal, or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions contained in this Agreement and such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement, and this Agreement shall be construed as if such invalid or illegal or unenforceable provision had never been contained herein. The City hereby declares that it would have adopted this Agreement and each and every other section, paragraph, sentence, clause, or phrase hereof and authorized the issuance of the Subordinate Bonds pursuant thereto irrespective of the fact that any one or more sections, paragraphs, sentences, clauses, or phrases of this Agreement may be held illegal, invalid, or unenforceable.

Section 1.8. **Governing Law**. This Agreement shall be construed and governed in accordance with the laws of the State.

Section 1.9 **Notices**. Unless otherwise specified herein, all notices, statements, orders, requests or other communications hereunder shall be in writing and shall be sufficiently given and served upon the City if delivered personally or if mailed by United States registered or certified mail, return receipt requested, postage prepaid, or if given by fax, electronically, or other means of written communication and confirmed by mail to the City of Woodland, 300 First Street, Woodland, CA 95695, Attn: Finance Director.

ARTICLE II
THE SUBORDINATE BONDS

Section 2.1 **Authorization and Title**. The City hereby authorizes the issuance of bonds in the aggregate principal amount of $1,367,600. The title of the Subordinate Bonds shall be "City of Woodland Community Facilities District No. 2004-1 (Spring Lake) Subordinate Special Tax Bonds, Series 2013B." If and when the City Council approves all final maps for the Project, the City shall execute and deliver the Subordinate Bonds to the Owners and shall concurrently transfer the SLIF Credits to the Landowner.

Section 2.2 **Application of Proceeds of the Subordinate Bonds**. The City shall deposit $1,183,594.48 (the "Reimbursement Amount") of the purchase price of the Subordinate Bonds into an account established and maintained by the City for the purpose of paying reimbursements owed by the City to property owners in the CFD or, if necessary, to pay a portion of the interest due on the Subordinate Bonds on September 5, 2014. The City shall deposit $134,927 into the Series 2013B Subordinate Bond Reserve Fund created pursuant to Section 3.4 hereof, which is held by the City. The City shall deposit $35,500 of the purchase price of the Subordinate Bonds into an account established and maintained by the City for the purpose of paying or reimbursing costs of issuance of the Subordinate Bonds. The City shall deposit $13,578.52 of the purchase price of the Subordinate Bonds into a subaccount established and maintained by the City in the Community Facilities Fund for the purpose of paying a portion of the interest due on the Subordinate Bonds on September 5, 2014.

Section 2.3 **Terms and Form of Bonds**. (A) Form and Registration. The Subordinate Bonds shall be issued in the form of fully-registered installment bonds in substantially the form attached hereto as Exhibit A.

(B) Date; Interest Accrual; Interest Rates; Payments. The Subordinate Bonds shall be dated their date of delivery, shall bear interest from their date to September 5, 2043, at the rate of 7.00% per annum. The City shall pay installments of principal and interest on the Subordinate Bonds in the following amounts on the following dates:

Date (September 5)	Principal	Interest	Total
2014		$112,219.18	$112,219.18
2015	$ 4,600	95,732.00	100,332.00
2016	6,000.00	95,410.00	101,410.00
2017	7,500.00	94,990.00	102,490.00
2018	9,100.00	94,465.00	103,565.00
2019	10,800.00	93,828.00	104,628.00
2020	12,700.00	93,072.00	105,772.00
2021	14,700.00	92,183.00	106,883.00

Date (September 5)	Principal	Interest	Total
2022	16,900.00	91,154.00	108,054.00
2023	19,300.00	89,971.00	109,271.00
2024	21,800.00	88,620.00	110,420.00
2025	24,500.00	87,094.00	111,594.00
2026	27,400.00	85,379.00	112,779.00
2027	30,500.00	83,461.00	113,961.00
2028	33,900.00	81,326.00	115,226.00
2029	37,500.00	78,953.00	116,453.00
2030	41,300.00	76,328.00	117,628.00
2031	45,500.00	73,437.00	118,937.00
2032	49,900.00	70,252.00	120,152.00
2033	54,700.00	66,759.00	121,459.00
2034	59,800.00	62,930.00	122,730.00
2035	65,300.00	58,744.00	124,044.00
2036	71,200.00	54,173.00	125,373.00
2037	77,500.00	49,189.00	126,689.00
2038	84,200.00	43,764.00	127,964.00
2039	91,500.00	37,870.00	129,370.00
2040	99,300.00	31,465.00	130,765.00
2041	107,600.00	24,514.00	132,114.00
2042	116,500.00	16,982.00	133,482.00
2043	126,100.00	8,827.00	134,927.00

Interest on the Subordinate Bonds shall be calculated on the basis of a 360-day year comprising twelve 30-day months.

(C) Principal and Interest Payments. The City shall pay each principal and interest installment on the Subordinate Bonds in lawful money of the United States of America on each Payment Date by wire transfer to the Owners thereof as of the close of business on the Record Date.

(D) Optional Redemption. The City may redeem the Subordinate Bonds on any date at a redemption price of the unpaid principal amount thereof plus interest accrued thereon to the date specified for redemption, without premium.

(E) Cessation of Interest Accrual. Interest on any portion of the principal of the Subordinate Bonds shall cease to accrue on the Payment Date of such portion, provided that there has been irrevocably deposited with the City an amount sufficient to pay such principal, plus interest accrued thereon to such date. The Owners shall not be entitled to any other payment. Upon payment of all the principal and interest installments on the Subordinate Bonds, the Subordinate Bonds shall no longer be Outstanding and entitled to the benefits of this Agreement, except for the payment of the principal of and interest on such Bonds from moneys held by the City for such payment.

(F) Unclaimed Monies. Any money held by the City for the payment of the principal of or interest on the Subordinate Bonds and remaining unclaimed for two (2) years after all of the principal of the Subordinate Bonds has become due and payable shall be retained in the Community Facilities Fund and may be expended by the City for any purpose of the CFD.

Section 2.4 Execution of Bonds. The Subordinate Bonds shall be signed by the manual or facsimile signature of the Mayor or any member of the City Council and the City Clerk or his or her designee, provided that at least one such signature shall be manual.

In case any of the officers who shall have signed or countersigned the Subordinate Bonds shall cease to be such officer or officers of the City before the Subordinate Bonds so signed or countersigned shall have been delivered by the City, the Subordinate Bonds may nevertheless be delivered and, upon such delivery, shall be as binding upon the City as though those who signed and countersigned the same had continued to be such officers of the City. The Subordinate Bonds may be signed and countersigned on behalf of the City by such persons as at the actual date of execution of the Subordinate Bonds shall be the proper officers of the City although at the nominal date of the Subordinate Bonds any such person shall not have been such officer of the City.

Section 2.5 Transfer of Bonds. The Subordinate Bonds may, in accordance with their terms, be transferred upon the books required to be kept pursuant to the provisions of Section 2.6 (Bond Register) hereof by the person in whose name it is registered, in person or by the duly authorized attorney of such person, upon surrender of the Subordinate Bonds to the City for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the City.

Whenever a Subordinate Bond shall be surrendered for transfer, the designated City officials shall execute (as provided in Section 2.4 (Execution of Bonds) hereof) and deliver a new Subordinate Bond. The City shall require the payment by the Owner requesting any such transfer of any tax or other governmental charge required to be paid with respect to such transfer.

No transfer of the Subordinate Bonds shall be required to be made by the City during the period from the close of business on the Record Date next preceding any Payment Date to and including such Payment Date.

Section 2.6 Bond Register. The City will keep or cause to be kept a record of the registration and transfer of the Subordinate Bonds. Upon presentation for such purpose, the City shall, under such reasonable regulations as it may prescribe, register or transfer or cause to be registered or transferred, on the record, the Subordinate Bonds as hereinbefore provided.

Section 2.7 Validity of Bonds. The recital contained in the Subordinate Bonds that they are regularly issued pursuant to the Law shall be conclusive evidence of their validity and of compliance with the provisions of the Law in their issuance.

ARTICLE III
PAYMENT OF THE SUBORDINATE BONDS

Section 3.1. **Liability of City Limited to Special Taxes.** Notwithstanding anything in this Agreement or in the Subordinate Bonds contained, the City shall not be required to advance any moneys derived from any source other than the Special Taxes and other assets pledged hereunder for any of the purposes mentioned in this Agreement, whether for the payment of the principal or Redemption Price of or interest on the Subordinate Bonds or for any other purpose of this Agreement.

Section 3.2 **Pledge of Net Special Taxes.** Subject only to the provisions of this Agreement permitting the application thereof for the purposes and on the terms and conditions set forth herein, all of the Net Special Taxes deposited in the Community Facilities Fund and all amounts held in the Series 2013B Subordinate Bond Reserve Fund are hereby pledged to secure the payment of the principal of and interest on the Subordinate Bonds in accordance with their terms and the provisions of this Agreement. This pledge of Net Special Taxes shall be subordinate to the pledge of the Net Special Taxes made by the City in the Fiscal Agent Agreement but on parity with any additional such subordinate pledge of the Net Special Taxes made by the City. The pledge of Net Special Taxes made herein shall be irrevocable until the Subordinate Bonds are no longer Outstanding.

Section 3.3. **Application of Net Special Taxes.** On each Payment Date, the City shall withdraw Net Special Taxes from the Community Facilities Fund the amounts necessary and apply them, in the following order of priority, (1) to pay the principal and interest installments due on the Subordinate Bonds on that date and (2) to deposit in the Bond Reserve Fund the amount required to restore the balance in the Series 2013B Subordinate Bond Reserve Fund to an amount equal to the Bond Reserve Requirement.

Section 3.4. **Establishment and Application of Series 2013B Subordinate Bond Reserve Fund.** The City shall establish and maintain a separate fund designated as the "Series 2013B Subordinate Bond Reserve Fund." All amounts in the Series 2013B Subordinate Bond Reserve Fund shall be used and withdrawn by the City, as hereinafter provided, solely for the purpose of making up any deficiency in the amount available in the Community Facilities Fund to pay debt service on the Subordinate Bonds. Any amounts in the Series 2013B Subordinate Bond Reserve Fund in excess of the Series 2013B Subordinate Bond Reserve Requirement shall be transferred by the City on September 6 of each year for deposit into the Community Facilities Fund.

ARTICLE IV
COVENANTS OF THE CITY

Section 4.1 **Levy and Collection of the Special Taxes; Maintenance of Net Special Taxes.**

(A) Levy and Collection of the Special Taxes. The City covenants that, so long as the Subordinate Bonds are Outstanding, and subject to the maximum rates of Special Taxes that it is authorized to levy on Taxable Property, it will annually levy and make provision for the collection of the Special Taxes in amounts that will be sufficient, after making reasonable allowances for contingencies and errors in the estimates, to yield proceeds equal to the amounts required for compliance with the agreements, conditions, covenants, and terms contained herein, and that in any event will be sufficient (1) to pay the current debt service on and to accumulate funds to pay future debt service on the Bonds as they become due and payable, (2) to replenish the any debt service reserve fund for the Bonds to its required amount, (3) to cure any delinquencies in the payment of the principal of or interest on the Bonds that have occurred in the prior Fiscal Year or are expected to occur in the Fiscal Year in which the tax will be collected, and (4) to pay all current Administrative Expenses as they become due and payable. The Special Taxes shall be collected in the same manner as ordinary ad valorem property taxes are collected and, except as otherwise provided in Section 4.4 (Covenant to Foreclose) and in the Law, shall be subject to the same penalties and the same procedure, sale, and lien priority in case of delinquency as is provided for ad valorem property taxes.

(B) Maintenance of Net Special Taxes. The City covenants and agrees to not consent to or conduct proceedings with respect to a reduction in the Special Taxes that may be levied in the CFD below an amount, for any Fiscal Year, equal to 110% of Annual Debt Service due and payable with respect to the Bonds in the Bond Year ending on the September 5 immediately following such Fiscal Year, plus 100% of the City's reasonable estimate of Administrative Expenses for such Fiscal Year; provided, however, that the City may at any time reduce the Net Special Taxes to the extent that the amount of Special Taxes that would result from levying the Special Taxes at such maximum amounts would result in an amount of Special Taxes in excess of the amount required to comply with such covenant.

Section 4.2. Punctual Payment and Performance. The City will punctually pay or cause to be paid the principal and interest installment to become due in respect of the Subordinate Bonds, in strict conformity with the terms of the Subordinate Bonds and of this Agreement, according to the true intent and meaning thereof, but in each case only out of Net Special Taxes as provided in this Agreement. The City will faithfully observe and perform all of the conditions, covenants, and terms contained herein and in the Subordinate Bonds required to be observed and performed by it.

Section 4.3. Limits on Special Tax Waivers and Bond Tenders. The City covenants not to exercise its rights under the Law to waive delinquency and redemption penalties related to or to declare an amnesty program with respect to such delinquency and redemption penalties related to the Special Taxes if to do so would materially and adversely affect the interests of the Owners of the Subordinate Bonds. The City further covenants not to permit the tender of the Subordinate Bonds in payment of any Special Taxes except upon receipt of a certificate of an independent certified public accountant that to accept such tender will not result in the City's having insufficient Special Tax revenues to pay the principal and interest installment on the Subordinate Bonds that are due following such tender.

Section 4.4. Covenant to Foreclose. (A) Annual Review. If at any time the payment to the City by Yolo County of the Special Taxes levied by the City is not subject to the "Alternative Method of Distribution of Tax Levies and Collections and of Tax Sale Proceeds," being Revenue and Taxation Code section 4701-4717 (the "Teeter Plan"), the City will annually review the public records of Yolo County relating to the collection of the Special Taxes in order to determine, by a date not later than August 1 of each year, the amount of Special Taxes collected and the amount thereof delinquent in the prior Fiscal Year.

(B) Individual Delinquencies. If the Teeter Plan is not in effect with respect to the Special Taxes and the City determines on the basis of such review that the Special Tax with respect to any single parcel of Taxable Property is delinquent by more than two thousand five hundred dollars ($2,500), then the City shall send a notice of delinquency and a demand for immediate payment thereof to the owner of the parcel by August 15. If the delinquency is not cured by November 1, the City will institute, prosecute, and pursue foreclosure proceedings to judgment and sale in order to enforce the lien of the delinquent installments of Special Taxes against such property owner's parcel(s).

(C) Aggregate Delinquencies or Concentration of Ownership. If the Teeter Plan is not in effect with respect to the Special Taxes and (1) the City determines on the basis of such review that the amount of Special Taxes received was less than ninety-five per cent (95%) of the amount of Special Taxes levied in the Fiscal Year or (2) there were ten (10) or fewer owners of Taxable Property, then, by September 5, the City shall send a notice of delinquency and a demand for immediate payment thereof to each owner of a parcel with respect to which the Special Tax is delinquent. If a delinquency with respect to a parcel is not cured by November 1, the City will institute, prosecute, and pursue foreclosure proceedings to judgment and sale in order to enforce the lien of the delinquent installments of Special Taxes against the parcel.

Section 4.5. Preservation of Rights of Owners. The City, subject to the provisions of this Agreement, shall at all times, to the extent permitted by law, defend, preserve, and protect the pledge of Net Special Taxes and other assets and all the rights of the Owners under this Agreement against all claims and demands of all persons whomsoever.

Section 4.6. Waiver of Laws. The City will not at any time insist upon or plead in any manner whatsoever, or claim or take the benefit or advantage of, any stay or extension law now or at any time hereafter in force that may affect the covenants and agreements contained in this Agreement or in the Subordinate Bonds, and all benefit or advantage of any such law or laws is hereby expressly waived by the City to the extent permitted by law.

Section 4.7 Tax Covenant. The City shall at all times do and perform all acts and things permitted by law and this Agreement that are necessary and desirable in order to assure that interest paid on the Subordinate Bonds will be excludable from gross income for federal income tax purposes and shall take no action that would result in such interest not being so excludable. Without limiting the generality of the foregoing, the City agrees to comply with the provisions of the Tax Certificate. This covenant shall survive the payment in full of the Subordinate Bonds.

Section 4.8. Accounting for Special Taxes. The City will at all times keep, or cause to be kept, proper books of record and account, prepared in accordance with generally accepted accounting principles, in which complete and accurate entries shall be made of all transactions relating to the receipt and disbursement of the Special Taxes. Such books of record and account shall be available for inspection by the Owners at reasonable hours and under reasonable circumstances.

Section 4.9 **Further Assurances**. The City will promptly execute and deliver or cause to be executed and delivered all such other and further instruments, documents or assurances, and promptly do or cause to be done all such other and further things, as may be necessary or reasonably required in order to further and more fully vest in the Owners all rights, interest, powers, benefits, privileges and advantages conferred or intended to be conferred upon them by this Agreement.

Section 4.10 **Issuance of Senior Bonds**. The City shall not issue Senior Bonds, other than the Refunding Bonds, unless the City concurrently retires the Subordinate Bonds.

ARTICLE V
EVENTS OF DEFAULT AND REMEDIES OF OWNERS

Section 5.1 **Events of Default**. The following events shall be Events of Default:

(A) default in the due and punctual payment of any installment of the principal of interest on the Subordinate Bonds when and as the same shall become due and payable; and

(B) failure by the City to observe or perform any covenant, condition, agreement or provision in this Agreement on its part to be observed or performed, other than as referred to in subsection (a) or (b) of this Section, for a period of sixty (60) days after written notice, specifying such failure and requesting that it be remedied, has been given to the City; except that, if such failure can be remedied but not within such sixty-day period and if the City has taken all action reasonably possible to remedy such failure within such sixty-day period, such failure shall not become an Event of Default for so long as the City shall diligently proceed to remedy same.

Section 5.2 **Remedies of Owners**. Upon the occurrence and continuance of an Event of Default, the Owners shall have the right

(A) by mandamus or other action, suit, or proceeding at law or in equity to enforce the Owners' rights against the or any of the officers or employees of the City, and to compel the City or any such officers or employees to perform and carry out their duties under the Law and the agreements and covenants with the Owners contained herein;

(B) by suit in equity to enjoin any acts or things that are unlawful or violate the rights of the Owners; or

(C) by suit in equity upon the nonpayment of the Subordinate Bonds to require the City or its officers and employees to account as the trustee of an express trust.

Section 5.3 **Restoration of Positions**. In case any proceedings taken by the Owners on account of any Event of Default shall have been discontinued or abandoned for any reason or shall have been determined adversely to the Owners, then in every such case the City and the Owners, subject to any determination in such proceedings, shall be restored to their former positions and rights hereunder, severally and respectively, and all rights, remedies, powers, and duties of the City and the Owners shall continue as though no such proceedings had been taken.

Section 5.4 **Rights and Remedies Cumulative**. No right or remedy herein conferred upon or reserved to the Owners of the Subordinate Bonds is intended to be exclusive of any other right or remedy, and every right and remedy shall, to the extent permitted by law, be cumulative and in addition to every other right or remedy given hereunder or now or hereafter existing at law or in equity or otherwise. The assertion or employment of any right or remedy hereunder, or otherwise, shall not prevent the concurrent assertion or employment of any other appropriate right or remedy.

Section 5.5 **Delay or Omission Not Waiver**. No delay or omission of any Owners of the Subordinate Bonds to exercise any right or remedy accruing upon an Event of Default shall impair any such right or remedy or constitute a waiver of any such Event of Default or an acquiescence therein. Every right and remedy given by this Agreement or by law to the Owners of the Subordinate Bonds may be exercised from time to time, and as often as may be deemed expedient, by the Owners.

Section 5.6 **No Acceleration**. The Owners of the Subordinate Bonds have no right to declare the principal of the Subordinate Bonds immediately due and payable.

ARTICLE VI
AMENDMENT OF THIS AGREEMENT

Section 6.1 **Supplemental Agreements**.

(A) Majority Consent. This Agreement and the rights and obligations of the City and the Owners of the Subordinate Bonds may be modified or amended from time to time and at any time by a Supplemental Agreement, which the City may enter into when the consent of the Owners of a majority in aggregate principal amount of the Subordinate Bonds then Outstanding shall have been filed with the City; provided that, if such modification or amendment will, by its terms, not take effect so long as any Subordinate Bonds of any particular maturity remain Outstanding, the consent of the Owners of such Subordinate Bonds shall not be required and such Subordinate Bonds shall not be deemed to be Outstanding for the purpose of any calculation of Subordinate Bonds Outstanding under this Section.

(B) Limitations on Amendments. No such amendment shall (1) extend the fixed maturity of any Subordinate Bond, or reduce the amount of principal thereof, or reduce the rate of interest thereon, or extend the time of payment of interest thereon, without the consent of the Owner of each Subordinate Bond so affected, or (2) reduce the aforesaid percentage of Bonds the consent of the Owners of which is required to effect any such amendment, or deprive the Owners of the Subordinate Bonds of the lien created by this Agreement on the Special Taxes and other amounts (in each case, except as expressly provided in this Agreement), without the consent of the Owners of all of the Subordinate Bonds then Outstanding.

(C) Manner of Consent. It shall not be necessary for the consent of the Owners of the Subordinate Bonds to approve the particular form of any Supplemental Agreement, but it shall be sufficient if such consent shall approve the substance thereof.

(D) Notice of Amendments. Promptly after the execution of any Supplemental Agreement pursuant to this Section, the City shall mail a notice, setting forth in general terms the substance of such Supplemental Agreement, to the Owners of the Subordinate Bonds at the addresses shown on the Bond Register. Any failure to give such notice, or any defect therein, shall not, however, in any way impair or affect the validity of any such Supplemental Agreement.

Section 6.2 **Effect of Supplemental Agreement**. From and after the time any Supplemental Agreement becomes effective pursuant to this Article, this Agreement shall be deemed to be modified and amended in accordance therewith, and the respective rights, duties, and obligations under this Agreement of the City and all Owners of Subordinate Bonds Outstanding shall thereafter be determined, exercised, and enforced hereunder subject in all respects to such modification and amendment, and all the terms and conditions of any such Supplemental Agreement shall be deemed to be part of the terms and conditions of this Agreement for any and all purposes.

Section 6.3 **Endorsement of Bonds; Preparation of New Subordinate Bonds**. Subordinate Bonds delivered after any Supplemental Agreement becomes effective pursuant to this Article may bear a notation by endorsement or otherwise as to any amendment provided for in such Supplemental Agreement, and, in that case, upon demand of the Owner of any Subordinate Bond Outstanding at the time of such execution and presentation of his Bond for such purpose, a suitable notation shall be made on such Subordinate Bond. If the Supplemental Agreement shall so provide, new Subordinate Bonds so modified as to conform, in the opinion of the City, to any amendment contained in such Supplemental Agreement, shall be prepared and executed and, upon demand of the Owners of any Subordinate Bonds then Outstanding and upon surrender for cancellation of such Subordinate Bonds, shall be exchanged by the City, without cost to any Owner, for Subordinate Bonds then Outstanding in equal aggregate principal amounts of the same tenor and maturity.

Section 6.4 **Amendment of Particular Subordinate Bonds**. The provisions of this Article shall not prevent any Owner from accepting any amendment as to the particular Subordinate Bonds held by him, provided that due notation thereof is made on such Subordinate Bonds.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed by its officers duly authorized as of the date first written above.

CITY OF WOODLAND

By: ______________________________

ATTEST:

By: ______________________________

EXHIBIT A
FORM OF BOND

REGISTERED NO. R-1

CITY OF WOODLAND
COMMUNITY FACILITIES DISTRICT NO. 2004-1 (SPRING LAKE)
SUBORDINATE SPECIAL TAX BOND, SERIES 2013B

Original Principal Amount	**Original Issue Date**
$1,367,600	__________ __, 2013

The City of Woodland, a municipal corporation duly organized and existing under and pursuant to the Constitution and laws of the State of California (the "City"), for value received, hereby promises to pay (but only out of the Net Special Taxes hereinafter referred to) to ______________________ or registered assigns, the installments of principal and interest in the amounts and on the dates stated below:

Date (September 5)	Principal	Interest	Total
2014		$112,219.18	$112,219.18
2015	$ 4,600	95,732.00	100,332.00
2016	6,000.00	95,410.00	101,410.00
2017	7,500.00	94,990.00	102,490.00
2018	9,100.00	94,465.00	103,565.00
2019	10,800.00	93,828.00	104,628.00
2020	12,700.00	93,072.00	105,772.00
2021	14,700.00	92,183.00	106,883.00
2022	16,900.00	91,154.00	108,054.00
2023	19,300.00	89,971.00	109,271.00
2024	21,800.00	88,620.00	110,420.00
2025	24,500.00	87,094.00	111,594.00
2026	27,400.00	85,379.00	112,779.00
2027	30,500.00	83,461.00	113,961.00
2028	33,900.00	81,326.00	115,226.00
2029	37,500.00	78,953.00	116,453.00
2030	41,300.00	76,328.00	117,628.00
2031	45,500.00	73,437.00	118,937.00
2032	49,900.00	70,252.00	120,152.00
2033	54,700.00	66,759.00	121,459.00
2034	59,800.00	62,930.00	122,730.00
2035	65,300.00	58,744.00	124,044.00
2036	71,200.00	54,173.00	125,373.00
2037	77,500.00	49,189.00	126,689.00
2038	84,200.00	43,764.00	127,964.00
2039	91,500.00	37,870.00	129,370.00
2040	99,300.00	31,465.00	130,765.00
2041	107,600.00	24,514.00	132,114.00
2042	116,500.00	16,982.00	133,482.00
2043	126,100.00	8,827.00	134,927.00

Interest on the unpaid principal amount of this Bond is calculated from the original issue date stated above at the rate of 7.000% per annum, on the basis of a 360-day year comprising twelve 30-day months. The principal and interest installments on this Bond shall be payable in lawful money of the United States of America by wire transfer on each payment date to the registered owner hereof (in accordance with the terms of the Bond Issuance Agreement described below).

This Bond is one of a duly authorized issue of bonds of the City and designated "City of Woodland Community Facilities District No. 2004-1 (Spring Lake) Subordinate Special Tax Bonds, Series 2013B" in the original principal amount stated above. This Bond is issued pursuant to a Bond Issuance Agreement dated June 1, 2013, made by the City (the "Agreement"), and in conformity with the Constitution and laws of California, including the statutory authority of the Mello-Roos Community Facilities Act of 1982 (Sections 53311 et seq. of the Government Code of the State of California, as amended) (the "Law").

Reference is hereby made to the Agreement and to the Law for a description of the terms on which the Bond is issued and to be issued and the rights of the registered owner of the Bond. All the terms of the Agreement and the Law are hereby incorporated herein and constitute a contract between the City and the registered owner from time to time of this Bond. The registered owner of this Bond, by its acceptance hereof, consents and agrees to all the provisions of the Agreement.

Principal and interest installments on the Bond (to the extent set forth in the Agreement) are payable from, and are secured by a charge and lien on, the proceeds derived by the City from certain of the special taxes imposed pursuant to the Law within the City's Community Facilities District No. 2004-1 (Spring Lake) (as more particularly defined in the Agreement, the "Net Special Taxes") and deposited in the Community Facilities Fund. The pledge of Net Special Taxes securing the Bond is subordinate to the pledge of the Net Special Taxes made by the City in the Fiscal Agent Agreement that the City expects to enter into with U.S. Bank National Association for the purpose of refunding the City's Community Facilities District No. 2004-1 (Spring Lake) Special Tax Bonds, Series 2004.

The Bond is a limited obligation of the City and is payable, both as to principal and interest, out of the Net Special Taxes held by the City in the Community Facilities Fund and the amounts held in the Bond Reserve Fund. The general fund of the City is not liable, and the credit or taxing power (other than as described above) of the City is not pledged, for the payment of the principal and interest installments on the Bond. The Bond is not secured by a legal or equitable pledge of, or charge, lien or encumbrance upon, any of the property of the City or any of its income or receipts, except the Net Special Taxes. No registered owner of this Bond shall ever have the right to compel any exercise of the taxing power (other than as described above) of the City to pay the principal and interest installments on this Bond.

The City may redeem this Bond on any date at a redemption price of the unpaid principal amount hereof plus interest accrued hereon to the date specified for redemption, without premium.

This Bond is transferable by the registered owner hereof, in person or by its attorney duly authorized in writing, at the offices of the City, but only in the manner, subject to the limitations and upon payment of the charges provided in the Agreement, and upon surrender and cancellation of this Bond. Upon such transfer a new fully registered Bond for the same aggregate principal amount will be issued to the transferee in exchange herefor.

The City may deem and treat the registered owner hereof as the absolute owner hereof for all purposes, and the City shall not be affected by any notice to the contrary.

It is hereby certified and recited that any and all acts, conditions, and things required to exist, to happen, and to be performed, precedent to and in the incurring of the indebtedness evidenced by this Bond, and in the issuing of this Bond, do exist, have happened, and have been performed in due time, form and manner, as required by the Constitution and statutes of the State of California; that the total amount of indebtedness of the City, including the amount of this Bond, does not exceed any limit prescribed by the Constitution and the statutes of the State of California; and that this Bond is not in excess of the amount permitted to be issued under the Agreement.

IN WITNESS WHEREOF, the City Council of the City of Woodland has caused this Bond to be signed by the Mayor of the City and to be countersigned by the City Clerk, all as of the date stated above.

By: ______________________________
Mayor

Countersigned:

____
City Clerk

ASSIGNMENT

For value received _________________________ hereby sell, assign and transfer unto ________________ the within Bond and hereby irrevocably constitute and appoint ___________________ attorney, to transfer the same on the bond register of the City, with full power of substitution in the premises.

Dated: ______________________

____

NOTE: The signature to this Assignment must correspond with the name on the face of the within Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed by:

____

NOTE: Signature must be guaranteed by an eligible guarantor institution (being banks, stock brokers, savings and loan associations, and credit unions with membership in and approved signature guarantee medallion programs) pursuant to Securities and Exchange Commission Rule 17A(d)15.

Social Security Number, Tax Identification Number,
or other identifying number of Assignee: ____

LEGAL OPINION

I hereby certify that the following is a true and correct copy of the legal opinion relating to the Bond described therein that was manually signed by Kronick, Moskovitz, Tiedemann & Girard and was dated the date of delivery and payment of said Bond.

Ana Gonzales, City Clerk

KRONICK, MOSKOVITZ, TIEDEMANN & GIRARD
A Professional Corporation
400 Capitol Mall, 27th Floor
Sacramento, CA 95814

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

Re: *City of Woodland*
Community Facilities District No. 2004-1 (Spring Lake)
Subordinate Special Tax Bonds, Series 2013B

Dear Council Members:

We have acted as bond counsel in connection with the issuance by the City of Woodland (the "City") of $1,367,600 aggregate principal amount of City of Woodland Community Facilities District No. 2004-1 (Spring Lake) Subordinate Special Tax Bonds, Series 2013B (the "Bonds"), under and pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982 of the State of California (being §§53311 et seq., of the Government Code of the State of California), and pursuant to the provisions of the Bond Issuance Agreement dated June 1, 2013 (the "Agreement"), made by the City. In such capacity, we have examined such law and such certified proceedings and other documents as we have deemed necessary to render this opinion. Capitalized terms used herein have the meanings specified in the Agreement.

Regarding questions of fact material to our opinion, we have relied upon the representations of the City contained in the Agreement and in the certified proceedings and other certifications of public officials and others furnished to us without undertaking to verify the same by independent investigation.

Based upon the foregoing, we are of the opinion that, under existing law:

1. The City has duly authorized, executed and delivered the Bonds. The Bonds are valid and binding limited obligations of the City, payable solely from the proceeds of the Net Special Taxes on deposit in the Community Facilities Fund and the Series 2013B Subordinate Bond Reserve Fund to the extent specified in the Agreement.

2. The Agreement constitutes a valid and binding obligation of the City. The Agreement creates a valid lien on the Net Special Taxes and the Bond Reserve Fund for the security of the Bonds.

3. Interest on the Bonds is excludable from gross income for federal income tax purposes and is not an item of tax preference for purposes of the federal alternative minimum tax imposed on

individuals and corporations; however, such interest is taken into account in determining adjusted current earnings for the purpose of computing the alternative minimum tax imposed on certain corporations. The opinion set forth in the preceding sentence is subject to the condition that the City comply with all requirements of the Internal Revenue Code of 1986, as amended, that must be satisfied subsequent to the issuance of the Bonds in order that interest thereon be, and continue to be, excludable from gross income for federal income tax purposes. The City has covenanted to comply with all such requirements. Failure to comply with certain of such requirements may cause interest on the Bonds to be included in gross income for federal income tax purposes retroactively to the date of issuance of the Bonds.

4. Interest on the Bonds is exempt from present State of California personal income taxes.

The rights of the owners of the Bonds and the enforceability of the Bonds and the Agreement are limited by bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting creditors' rights generally and by equitable principles, whether considered at law or in equity.

We express no opinion regarding tax consequences arising with respect to the Bonds other than as expressly set forth herein.

This opinion is given as of the date hereof, and we assume no obligation to revise or supplement this opinion to reflect any facts or circumstances that may hereafter come to our attention or any changes in law that may hereafter occur.

Very truly yours,

KRONICK, MOSKOVITZ, TIEDEMANN & GIRARD
A Professional Corporation

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM 14.

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Amendment of Sections 14A-7-2, 14A-7-03 and 14A-7-9 and Deletion of 14A-7-14 of the Woodland Municipal Code Relating to Administrative Citations

Recommendation for Action

The proposed amendments to Chapter 14A Section 7 of the Municipal Code would simplify the appeal procedure for administrative citations by redefining the requirements of a hearing officer and clarifying the hearing procedures.

Staff recommends that the City Council approve the amendments of Sections 14A-7-2, 14A-7-3 and 14A-7-9 and the deletion of section 14A-7-14 of the City of Woodland Municipal Code.

Background

Chapter 14A Section 7 of the Woodland Municipal Code establishes procedures for an administrative citation program as an alternative method of code enforcement to the traditional criminal abatement actions to effect compliance with the Woodland Municipal Code. Additionally, Section 7 establishes procedures for the appeal of administrative citations designating the "hearing officer" to be an administrative judge or hearing officer of the Office of Administrative Hearings and authorizing the City Manager to enter into a contract with the Office of Administrative Hearings of the State of California for services for an administrative judge or a hearing officer to conduct appeal proceedings.

Discussion

The appeal proceedings as outlined in Chapter 14A Section 7 were cost prohibitive and cumbersome resulting in administrative citations being dismissed when the citations were appealed rather than proceeding through the appeal process. The recommended amendments authorize the City Manager to appoint a "hearing officer" without the requirement of contracting with the Office of

Administrative Hearings. The proposed amendments will simplify the appeal process for administrative citations and result in fewer citations being dismissed as a matter of process.

Fiscal Impact

Adoption of this ordinance would have negligible fiscal impact. Although the amendments will reduce the costs associated with administrative citation appeals, these costs have been avoided in the past through the dismissal of citations.

Alternative Courses of Action

Staff foresees the following alternative courses of action:

1. Approve the amendments of Sections 14A-7-2, 14A-7-3 and 14A-7-9 and the deletion of section 14A-7-14 of the City of Woodland Municipal Code relating to administrative citations.

2. Do not enact the ordinance and provide alternate direction to staff.

Conclusion

Staff recommends that the City Council approve the amendments of Sections 14A-7-2, 14A-7-3 and 14A-7-9 and the deletion of section 14A-7-14 of the City of Woodland Municipal Code as stated in alternative 1.

Prepared by: Dan Bellini
Chief of Public Safety

Paul Navazio
City Manager

Attachment: Ordinance relating to Administrative citations

ORDINANCE NO. _________

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING SECTIONS 14A-7-2, 14A-7-3, AND 14A-7-9 AND DELETING SECTION 14A-7-14 OF THE WOODLAND MUNICIPAL CODE RELATING TO ADMINISTRATIVE CITATIONS

WHEREAS, the City Council of the City of Woodland finds that the enforcement of the Woodland Municipal Code ("WMC") and applicable state codes throughout the City is an important public service; and

WHEREAS, enforcement of the WMC is vital to the protection of the public's health, safety and quality of life; and

WHEREAS, a comprehensive code enforcement system that uses a combination of judicial and administrative remedies is critical to gain compliance with code regulations; and

WHEREAS, the assessment of administrative citations and civil penalties through an administrative hearing procedure for code violations is a necessary alternate method of code enforcement; and

WHEREAS, the City is authorized by Government Code section 53069.4 to impose administrative fines and penalties for violations of the WMC; and

WHEREAS, the City wishes to amend some provisions of its administrative fine ordinance, including specifying who may act as a hearing officer, consistent with constitutional due process requirements.

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

Section 1. **Recitals.** The above recitals are incorporated as though set forth in this section.

Section 2. **Authority.** The City Council enacts this ordinance under the authority granted to cities by Article XI, Section 7 of the California Constitution and Government Code section 53069.4.

Section 3. **Amendment.** Section 14A-7-2 of the Woodland Municipal Code is hereby amended to read in full as set forth below:

> **"Sec. 14A-7-2. - Definitions.**
>
> As used in this article, the following words and phrases shall have the meanings given in this section:
>
> "Administrative citation" means the written notice provided to a responsible person to inform that person of a violation of the

Woodland Municipal Code, its adopted codes or applicable state codes.

"Enforcement officer" means any officer or employee with the authority to enforce the Woodland Municipal Code, its adopted codes or applicable state codes.

"Hearing officer" means the hearing officer appointed by the city manager. The hearing officer may be a city employee, but in that event the hearing officer shall not have had any responsibility for any investigation, prosecution or enforcement of the type of proceeding at issue and shall not have had any personal involvement in the proceeding to be heard within the past twelve months or possess any disqualifying interest in the outcome of the proceeding.

"Nonemergency health or safety violation" means a violation of any building, plumbing, electrical or other similar structural or zoning ordinance which does not create an immediate danger to health or safety.

"Responsible person" means:

(1) Any individual or legal entity who is the owner, tenant, co-tenant, lessee, sub-lessee, occupant or other person with any right to possession of the real property, owner or authorized agent of any business, company, or entity, or the parent or the legal guardian of any person under the age of eighteen years, who causes, permits or maintains a violation of the Woodland Municipal Code, its adopted codes or applicable state codes;

(2) Any individual, legal entity or the parent or the legal guardian of any person under the age of eighteen years, who causes, permits or maintains a violation of the Woodland Municipal Code, its adopted codes or applicable state codes."

Section 4. **Amendment.** Section 14A-7-3 of the Woodland Municipal Code is hereby amended to read in full as set forth below:

"Sec. 14A-7-3. - Authority.

(a) Any responsible person violating any provision of the Woodland Municipal Code, its adopted codes or applicable state codes may be issued an administrative citation by an enforcement officer as provided in this article. A violation of this code includes, but is not limited to, all violations of the Woodland Municipal Code, the codes adopted by the city council, applicable state codes or failure to comply with any condition imposed by any entitlement, permit, agreement or environmental document issued or approved under the provisions of this code.

(b) Each and every day or portion thereof that a violation of this code exists constitutes a separate and distinct offense.

(c) A civil fine shall be assessed by means of an administrative citation issued by an enforcement officer.

(d) Fines shall be assessed in the amounts specified by resolution of the city council, or where no amount is specified, fines shall be assessed in an amount not exceeding:

(1) One hundred dollars for a first violation;

(2) Two hundred dollars for a second violation of the same provision or permit within one year;

(3) Five hundred dollars for each additional violation of the same provision or permit within one year.

Section 5. **Amendment.** Section 14A-7-9 of the Woodland Municipal Code is hereby amended to read in full as set forth below:

"**Sec. 14A-7-9. – Hearing procedure – Fees.**

(a) A hearing request shall be deemed filed upon receipt of a hearing request form by the city clerk's office and the payment of any hearing fee which may be established by city council resolution. Any hearing fee shall not exceed the reasonable cost to the city of a hearing.

(b) The hearing before the hearing officer shall be set for a date that is not less than fifteen and not more than sixty calendar days from the date of the hearing request. The person requesting the hearing shall be notified of the time and place set for the hearing at least fifteen calendar days prior to the date of the hearing. The hearing date may be extended beyond the time period prescribed in this section with the consent of the person requesting the hearing.

(c) The hearing officer shall only consider evidence that is relevant to the hearing matter.

(d) The person requesting the hearing shall be given the opportunity to testify and present witnesses and evidence concerning the hearing matter.

(e) The failure to appear at the hearing shall constitute a forfeiture of any fine and a failure to exhaust administrative remedies.

(f) Any documents submitted by the city shall constitute prima facie evidence of the respective facts contained in those documents.

(g) At least ten days prior to the date of the hearing, the person requesting the hearing shall be provided with copies of the citations, reports and other documents submitted or relied upon by the city. No other discovery is permitted. Formal rules of evidence shall not apply.

(h) If the city submits an additional written report concerning the hearing matter to the hearing officer for consideration at the hearing, then a copy of the report shall also be served on the person requesting the hearing in accordance with Section 14A-7-4 of this article at least five days prior to the date of the hearing.

(i) The hearing officer may continue the hearing and request additional information from the city or the person requesting the hearing prior to issuing a written decision.

(j) After considering all of the testimony and evidence submitted at the hearing, the hearing officer shall issue a written decision within ninety days of the date of the hearing and shall list in the decision the reasons for that decision. The decision of the hearing officer shall be final.

(k) The person requesting the hearing shall be served with a copy of the hearing officer's written decision in the manner prescribed by Section 14A-7-4 of this article.

The hearing officer is not required to provide transcriptions of hearings, but is required to make available tapes of hearings for a fee."

Section 6. **Amendment.** Section 14A-7-14 of the Woodland Municipal Code is hereby deleted and of no further force or effect.

Section 7. **Severability.** If any provision or clause of this ordinance or any application of it to any person, firm, organization, partnership or corporation is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given effect without the invalid provision or application. To this end, the provisions of this ordinance are declared to be severable.

Section 8. **Effective Date and Notice**. This ordinance shall take effect thirty (30) days after its adoption and, within fifteen (15) days after its passage, shall be published at least once in a newspaper of general circulation published and circulated within the City of Woodland.

PASSED AND ADOPTED by the City Council of the City of Woodland this ____ day of __________________, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Marlin H. "Skip" Davies, Mayor

ATTEST:

____
Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

____
Kara Ueda, City Attorney

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM
15.

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 18, 2013

SUBJECT: Amendment of Chapter 15A of the Woodland Municipal Code Relating to Aggressive Solicitation

Recommendation

The proposed amendments to Chapter 15A of the Woodland Municipal Code would add a new Article defining and prohibiting aggressive solicitation and prohibiting all solicitation in specified locations.

Staff recommends that the City Council approve the amendments to Chapter 15A of the City of Woodland Municipal Code.

Background

There has been an increase in aggressive solicitation throughout the City of Woodland which has become disruptive to residents and businesses and has contributed to the sense of fear and intimidation. Current regulations do not adequately enable officers to address aggressive solicitation or mitigate hazards that arise as a result of aggressive solicitation. Presently, Chapter 15A of the Woodland Municipal Code addresses Peddlers and Solicitors. The proposed amendment to Chapter 15A would add a new Article defining and prohibiting aggressive solicitation and prohibiting all solicitation in specified locations.

Discussion

The solicitation of people in places where they are a captive audience, where it is impossible or difficult for them to exercise their own right to decline to listen to or avoid solicitation from others contributes to the loss of access to and enjoyment of public places. Soliciting money from persons at or near banks or automated teller machines is threatening and dangerous and often carries with it an implicit threat to both person and property. Additionally, soliciting vehicles within the roadway and near the entrance and exit of parking lots creates traffic hazards which cannot be mitigated through enforcement of existing regulations. Restricting solicitation in such places will provide a balance between the rights of solicitors and the rights of persons who wish to decline such solicitations.

Fiscal Impact

Adoption of this ordinance would have negligible fiscal impact.

Alternative Courses of Action

Staff foresees the following alternative courses of action:

1. Approve the amendments to Chapter 15A of the City of Woodland Municipal Code relating to aggressive solicitation.

2. Do not enact the ordinance and provide alternate direction to staff.

Conclusion

1. Staff recommends that the City Council approve the amendments to Chapter 15A of the City of Woodland Municipal Code relating to aggressive solicitation as stated in alternative 1.

Prepared by: Dan Bellini
Chief of Public Safety

Paul Navazio
City Manager

Attachment: Ordinance relating to aggressive solicitation

ORDINANCE NO. __________

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING CHAPTER 15A OF THE WOODLAND MUNICIPAL CODE RELATING TO AGGRESSIVE SOLICITATION

WHEREAS, subject to the limitations imposed by the United States and California Constitutions, the City of Woodland has the authority to regulate solicitation; and

WHEREAS, these limitations generally require that regulations be narrowly tailored to regulate solicitation that specifically interferes with the City's stated interests; and

WHEREAS, the City has a lawful interest in ensuring traffic safety and traffic flow and in protecting its citizens from the fear and intimidation accompanying certain kinds of solicitation; and

WHEREAS, the City wishes to prohibit certain forms of solicitation as set forth in this Ordinance; and

WHEREAS, these regulations are based on the following findings:

1. An increase in aggressive solicitation throughout the City has become extremely disturbing and disruptive to residents and businesses, and has contributed not only to the loss of access to and enjoyment of public places, but also to an enhanced sense of fear, intimidation and disorder.

2. The presence of individuals who solicit money from persons at or near banks or automated teller machines is especially threatening and dangerous. Such activity often carries with it an implicit threat to both person and property.

3. The City Council finds as abusive the solicitation of people in places where they are a "captive audience" in which it is impossible or difficult for them to exercise their own right to decline to listen to or to avoid solicitation from others. Restricting solicitation in such places will provide a balance between the rights of solicitors and the rights of persons who wish to decline or avoid such solicitations, and will help avoid or diminish the threat of violence in such unwarranted and unavoidable confrontations.

4. Actively soliciting vehicles within the roadway and near the entrance and exit of parking lots and structures creates traffic hazards, including impeding the safe, orderly flow of traffic. These hazards cannot be mitigated through the enforcement of existing regulations, including those contained in the Vehicle Code.

5. Permitting active solicitation in most sidewalks ensures persons have an adequate opportunity and avenue to engage in constitutionally protected activities.

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

Section 1. **Recitals.** The above recitals are incorporated as though set forth in this section.

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

Section 3. **Amendment.** Sections 15A-1 through 15A-7 of the Woodland Municipal Code are hereby incorporated into a new Article I of Chapter 15A entitled "Article I - Commercial Peddlers." To reflect this new Article I of Chapter 15A, Sections 15A-1 through 15A-7 are renumbered by inserting a "-1" into each section number. For example, Section 15A-1 is renumbered as 15A-1-1, and Section 15A-2 is renumbered as 15A-1-2. Except as expressly modified by this section, current Sections 15A-1 through 15A-7 shall remain in full force and effect without substantive change.

Section 4. **Amendment.** A new Article II is added to Chapter 15A of the Woodland Municipal Code entitled "Article II – Aggressive Solicitation" to read in full as set forth in the attached Exhibit "A".

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

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

PASSED AND ADOPTED by the City Council of the City of Woodland this ____ day of __________________, 2013, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Marlin H. "Skip" Davies, Mayor

ATTEST:

____
Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

____
Kara K. Ueda, City Attorney

ARTICLE II
AGGRESSIVE SOLICITATION

Sec. 15A-2-1. – Definitions.

For purposes of this article:

(a) "Solicit, ask or beg" shall include using the spoken, written, or printed word, or bodily gestures, signs or other means with the purpose of obtaining an immediate donation of money or other thing of value or soliciting the sale of goods or services.

(b) "Public place" shall mean a place to which the public or a substantial group of persons has access, and includes, but is not limited to, any street, highway, sidewalk, parking lot, plaza, transportation facility, school, place of amusement, park, playground, and any doorway, entrance, hallway, lobby and other portion of any business establishment, an apartment house or hotel not constituting a room or apartment designed for actual residence.

Sec. 15A-2-2. – Aggressive solicitation prohibited.

(a) No person shall solicit, ask or beg in an aggressive manner in any public place.

(b) "Aggressive manner" shall mean any of the following:

(1) Approaching or speaking to a person, or following a person before, during or after soliciting, asking or begging, if that conduct is intended or is likely to cause a reasonable person to:

(i) fear bodily harm to oneself or to another, damage to or loss of property, or

(ii) otherwise be intimidated into giving money or other thing of value;

(2) Intentionally touching or causing physical contact with another person or an occupied vehicle without that person's consent in the course of soliciting, asking or begging;

(3) Intentionally blocking or interfering with the safe or free passage of a pedestrian or vehicle by any means, including unreasonably causing a pedestrian or vehicle operator to take evasive action to avoid physical contact;

(4) Using violent or threatening gestures toward a person solicited either before, during, or after soliciting, asking or begging;

(5) Persisting in closely following or approaching a person, after the person solicited has been solicited and informed the solicitor by words or conduct that such person does not want to be solicited or does not want to give money or any other thing of value to the solicitor; or

(6) Using profane, offensive or abusive language which is inherently likely to provoke an immediate violent reaction, either before, during, or after solicitation.

Sec. 15A-2-3. – All solicitation prohibited at specified locations.

(a) Banks and ATMs. No person shall solicit, ask or beg within 15 feet of any entrance or exit of any bank, savings and loan association, credit union, or check cashing business during its business hours or within 15 feet of any automated teller machine during the time it is available for customers' use. Provided, however, that when an automated teller machine is located within an automated teller machine facility, such distance shall be measured from the entrance or exit of the automated teller machine facility. Provided further that no person shall solicit, ask or beg within an automated teller machine facility where a reasonable person would or should know that he or she does not have the permission to do so from the owner or other person lawfully in possession of such facility. Nothing in this paragraph shall be construed to prohibit the lawful vending of goods and services within such areas.

(1) Definitions. For purposes of this section:

(i) "Bank" means any member bank of the Federal Reserve System, and any bank, banking association, trust company, savings bank, or other banking institution organized or operated under the laws of the United States, and any bank the deposits of which are insured by the Federal Deposit Insurance Corporation.

(ii) "Savings and loan association" means any federal savings and loan association and any "insured institution" as defined in Section 401 of the National Housing Act, as amended, and any federal credit union as defined in Section 2 of the Federal Credit Union Act.

(iii) "Credit union" means any federal credit union and any state-chartered credit union the accounts of which are insured by the Administrator of the National Credit Union Administration.

(iv) "Check cashing business" means any person duly licensed as a check seller, bill payer, or prorater pursuant to Division 3 of the California Financial Code, commencing with section 12000.

(v) "Automated teller machine" shall mean any electronic information processing device which accepts or dispenses cash in connection with a credit, deposit, or convenience account.

(vi) "Automated teller machine facility" shall mean the area comprised of one or more automated teller machines, and any adjacent space which is made available to banking customers after regular banking hours.

(2) Exemptions. The provisions of this subsection shall not apply to any unenclosed automated teller machine located within any building, structure or space whose primary purpose or function is unrelated to banking activities, including but not limited to supermarkets, airports and school buildings, provided that such automated teller machine shall be available for use only during the regular hours of operation of the building, structure or space in which such machine is located.

(b) Motor vehicles. No person shall approach an operator or occupant of a motor vehicle for the purpose of soliciting, asking or begging while such vehicle is located on any public street, any median of a public street, any parking lot or structure, or within fifteen feet of any vehicular entrance or exit of any parking lot or structure, provided, however, that this paragraph shall not apply to services rendered in connection with emergency services or repairs requested by the operator or passenger of such vehicle.

(1) Parked Vehicle Exemption. This subsection shall not apply to vehicles lawfully parked within a public street.

(2) Sidewalk Exemption. This subsection shall not apply to any sidewalk or walkway unless located within fifteen feet of the vehicular entrance or exit of any parking lot or structure.

(3) Special Event Exemption. This subsection shall not apply to soliciting, asking or begging associated with a special event for which a permit or authorization has been obtained pursuant to article XI of chapter 20 of this code.

(c) Public transportation vehicles. No person shall solicit, ask or beg in any public transportation vehicle.

(1) "Public transportation vehicle" shall mean any vehicle, including a trailer bus, designed, used or maintained for carrying 10 or more persons, including the driver; or a passenger vehicle designed for carrying fewer than 10 persons, including the driver, and used to carry passengers for hire.

(2) Exemption. This subsection shall not apply to public transportation vehicles operated by the federal government or the state or any of its subdivisions.

(d) Restaurants. No person shall solicit, ask, or beg in any restaurant, including any outdoor or indoor dining area of a restaurant, or other establishment serving food for immediate consumption, or within twenty feet of the entrance to or exit from such restaurant or other establishment serving food for immediate consumption, if the person soliciting, asking, or begging remains there after being asked to leave by the owner, manager, supervisor, or other authorized agent of the restaurant or other establishment.

Sec. 15A-2-4. – Penalty.

Any person violating the provisions of this chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed five hundred dollars, or by imprisonment in the county jail for a period of not more than six months, or by both such fine and imprisonment. Nothing in this article shall limit or preclude the enforcement of other applicable laws.

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM 16.

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE June 18, 2013

SUBJECT: Fiscal Year 2013/14 Budget

Recommendation for Action

Staff recommends that the City Council (1) adopt Resolution No. _____ approving the Fiscal Year 2013-2014 Annual Budget of $171,676,735, which includes the budgets for the Capital Improvement Program, the Woodland Finance Authority and the Successor Agency to the former Woodland Redevelopment Agency, and (2) authorize related actions, including issuance of layoff notices to employees.

Fiscal Impact

The All Funds budget for FY2013/14 totals $171,676,735, and the General Fund budget, net of the reductions proposed in the balancing plan, is $43,566,792. Total revenues and transfers-in for FY2013/14 are projected at $141,385,221.

Report in Brief

This fiscal year 2013/14 Annual Budget represents the sixth consecutive year of budgetary reductions in the General Fund. The goal of the budget process has been to maintain fiscal sustainability while continuing to provide services to the public, repaying prior internal City loans, and allocation of one-time money toward priority needs. This is a challenging goal hampered by the sluggish economy and diminished staffing and resources. The budget requests total City appropriations of $171,676,735, and requests Council to approve a budget balancing plan that includes a total of $522,000 in General Fund expenditure reductions in fiscal year 2013/14, avoids one-time cost saving measures and maintains adequate reserves required by the City Council's adopted reserve policy.

Background

On April 2, 2013 and May 21, 2013 Council held received presentations on the fiscal year 2013-14 budget. The information presented during those meetings focused on discussion of the FY2013/14 fiscal picture, as well as looming issues that will face the City's budget, particularly the General Fund, over the next five years. These discussions included recommendations of actions necessary to mitigate the structural deficit and present a balanced budget.

At the end of the meeting on May 22, 2013 and again on June 4, 2013, Council expressed support for the balancing plan discussed in the presentation, which includes elimination of 4 positions (3 General Fund and 1 Enterprise), which will achieve ongoing savings of $2.4 million in the General Fund and $2.8 million citywide. The proposed balancing plan is attached to this communication.

Discussion

The All Funds budget for FY2012/13 totals $144,167,405 million, and the General Fund budget (net of reductions proposed in the balancing plan) is $38,280,163. Included in the All Funds budget are the budgets for the Capital Improvement Program ($25,065,000), the Woodland Finance Authority ($13,521,425) and the Successor Agency to the former Woodland Redevelopment Agency ($2,226,781).

Budget Changes

Since the meeting on June 4, 2013 the Storekeeper position slated for elimination in the FY2013/14 budget has been included as a funded position. Additional information indicates that the deletion of this position would not result in the anticipated savings included in the original balancing plan. Some offsetting savings were achieved through elimination of a vacant Management Analyst position in Public Works.

Full Time Employee Positions – Included in the preliminary budget discussed with Council on June 4, and separate from the balancing plan reductions outlined herein, some changes to full time employee positions were made between fiscal year 2012/13 and 2013/14. These changes include the following:

- Administrative Clerk position approved for Community Development; costs are offset through elimination of two temporary Clerk positions.
- Community Services (formerly Recreation) staffing includes reclassification of two existing positions
- Management Analyst position created for Administrative Services to provide resources for budget preparation and other studies and analyses needed to maintain progress toward fiscal stability.
- Senior Civil Engineers: Due to the lack of available funding for future capital projects, the Community Development Department analyzed current staffing levels and determined that

two Senior Civil engineering positions are no longer required to support the Capital Program. The FY2013/14 budget eliminates these two positions.

- IT Staffing has received additional allocations to accommodate the reclassified positions and job classifications that have been approved by Council.
- Community Services/CDD realignment of work effort results in freeing up one additional position to assist with citywide planning efforts, while accommodating the current workload for administration of the CDBG entitlement, housing programs and Successor Agency administration.

Capital Improvement Program - The FY 2013/14 includes funding for the Capital Improvement Program (CIP). Major initiatives funded in the CIP include the following:

- Update to General Plan and Zoning Plan
- Improvements to Brooks Swim Center and Clark Field
- Surface Water
- Wastewater Treatment and Aeration Retrofit
- Kentucky Avenue design

Appropriations for use of the Redevelopment Tax Allocation Bond unspent proceeds are NOT included in the CIP and will be discussed and approved by the City Council at a later date.

One Time Allocations

The appropriations in the FY2013/14 budget include several allocations of one-time money that have previously been discussed with Council. These allocations include the following:

Non General Fund

- Equipment fund allocation of $809,520 for purchase of replacement vehicles that have exceeded their useful lives. Nine vehicles were intended to be replaced in FY2012/13 but funding was not allocated. The General Fund component of these purchases will be funded from the internal loan repayment (discussed herein).
- Retiree Health Insurance Trust one time contribution of $700,000 from the City's Self Insurance Internal Service Fund. This seed money, along with the annual contribution included in the budget, will begin the City's prefunding of our other postemployment benefit (OPEB) liability.
- Technology Replacement of servers and upgrade of wi-fi totals $225,000 in FY2013/14.
- Facility Replacement contributions identified in a facility study result in the need for a non-general fund contribution of $36,880 ($14,342 each from the Water and Sewer utility funds, and $4,098 each from the Gas Tax and Transportation funds).
- New Closed Circuit Television (CCTV) truck for use in the Sewer Enterprise fund of $250,000.

General Fund

- Repayment of internal loan from the Water and Sewer enterprise funds totals $1,658,427.

- Repayment of internal loan from the Equipment Replacement fund totals $900,000. This contribution will be used toward purchase of replacement vehicles in FY2013/14.
- Downtown Support $100,000
- State Theater $100,000
- City Facility replacement contribution $300,000 (to augment ongoing funding)
- Police Mobile Video replacement of aging and obsolete equipment of $130,000
- Tree Pruning contract of $100,000 to help catch up on delayed and deferred tree maintenance
- Purchase of Library materials of $70,000
- Contribution toward energy efficiency projects $250,000
- Allocation for Citywide training and staff development $50,000

Ongoing Funding Recommendations

- Other Postemployment Benefits (OPEB) - In addition to the allocation necessary to fund the premiums due during FY13/14, an additional $423,000 of OPEB funding has been included ($250,000 General Fund, $173,000 all other funds).
- IT Staffing – To accommodate reclassified positions within IT, an additional $70,000 ($42,000 General Fund) has been included in the budget.
- Predictive Policing Program/COPLINK - $35,000 of General Fund money has been allocated to assist with predictive policing and to pay an ongoing maintenance fee for a newly implanted COPLINK program.
- Field Community Service Officers (CSO) – Allocation of $40,000 to hire temporary CSOs to assist with parking enforcement. This will allow two full time CSOs to direct their efforts toward other community safety needs.
- Sports Park Field Replacement - $40,000 of General Fund money is allocated to fund future replacement of Sports Park facilities. This contribution is funded by additional fee revenues that are expected to be generated by fee increases in Recreation.
- Downtown Support - $50,000 of ongoing General Fund money is included in the budget to augment available resources to support maintenance and operations of the Downtown.
- City Facilities - $50,000 of General Fund money has been allocated to assist with implementation of a facility replacement plan. This funding is in addition to a one-time contribution.

Recommendation for Action

Staff recommends that the City Council (1) adopt Resolution No. _____ approving the Fiscal Year 2013-2014 Annual Budget of $171,676,735, which includes the budgets for the Capital Improvement Program, the Woodland Finance Authority and the Successor Agency to the former Woodland Redevelopment Agency, and (2) authorize related actions, including issuance of layoff notices to employees.

Prepared by: Kimberly McKinney
Finance Officer

Paul Navazio
City Manager

Attachments: Budget Resolution
Attachment 1 – Appropriations by Fund

RESOLUTION NO: ______________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING THE FISCAL YEAR 2013-2014 ANNUAL BUDGET

WHEREAS, a balanced annual budget for the City of Woodland has been prepared for fiscal year 2013-2014 and presented to the City Council and reviewed at a public meeting on May 21, 2013 and June 4, 2013; and

WHEREAS, the proposed budget also includes the fiscal year 2013-2014 budgets for the Woodland Finance Authority and the Successor Agency to the former Woodland Redevelopment Agency; and

WHEREAS, the budget for Capital Improvement Plan for fiscal year 2013-2014 has been prepared; and

WHEREAS, all appropriations for the prior fiscal year shall lapse at the end of fiscal year 2013-2014 and any remaining amounts shall be credited against their respective fund balances, except for:

a. Any unexpended but encumbered amounts for specific orders outstanding at the end of the Fiscal Year, and
b. Any appropriations for incomplete capital projects at the end of fiscal year 2013-2014; and

WHEREAS, for these exceptions, such carry-overs may be made without further City Council action,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND HEREBY RESOLVES:

Section 1. The 2013-2014 Annual Budget is hereby adopted for the following funds (detail shown as Attachment 1):

General Fund	$43,566,792
Enterprise Funds	72,432,891
Special Revenue Funds	8,780,972
Internal Service Funds	14,171,474
Capital Funds	20,588,808
Debt Service Funds	11,177,843
Successor Agency	992,955
Total	171,676,735

Section 2. The reductions and funding recommendations outlined in the balancing plan and one-time expenditures presented in the preliminary budget presentations are hereby approved, including deletion of positions described therein.

Section 3. Appropriations are hereby made at the individual fund level. The City Manager and Finance Officer are authorized to make budgetary transfers within an individual fund, so long as total appropriations for such fund remain unchanged. Interfund loans and/or transfers necessary to support fund level appropriations are hereby approved and authorized. Any changes to total fund level appropriations require further Council action.

Section 5. The City Manager and Finance Officer are hereby authorized to implement this resolution, including issuing the 2013-2014 Budget, together with any non-substantive corrections to the preliminary budget adopted by this Council.

PASSED, APPROVED, AND ADOPTED THIS ______ DAY OF _______________, 2013.

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 ______________, 2013, by the following vote:

AYES: Council members: ______________________________

NOES: Council members: ______________________________

ABSENT: Council members: ______________________________

ABSTAIN: Council members: ______________________________

____
Mayor, Marlin H. Davies

Attest:

____________________________________,
City Clerk, Ana B. Gonzalez

ATTACHMENT 1

CITY OF WOODLAND
FISCAL YEAR 2013/14
TOTAL APPROPRIATIONS BY FUND

Fund		FY 2013/14 Expense/Tfrs Out
010	EQUIP SVCS & REPLACE	3,931,675
011	FACILITIES REPLACEMENT FUND	300,000
013	BENEFITS FUND	5,824,703
015	INFORMATION SYSTEMS FUND	1,727,662
091	SELF INSURANCE	2,387,434
101	GENERAL FUND	43,566,792
210	WATER ENTERPRISE FUND	48,472,572
220	SEWER ENTERPRISE FUND	19,341,363
221	STRM DR ENTERPRISE FUND	1,482,265
222	WASTEWATER PRE-TREATMENT	469,879
240	CEMETERY	368,010
250	RECYCLING	464,278
252	CONST/DEMO DEBRIS RECYCLE	35,893
253	YOUTH CENTER ENTERPRISE	362,180
280	TRANSIT SYSTEM	1,436,451
301	LITERACY GRANT	180,522
320	COMMUNITY DEV. BLOCK GRNT	597,127
322	SUPPORT HOUSING PROGR	250,871
326	HOUSING ASSISTANCE	7,700
351	TRANSPORTATION GRANT	2,550,000
352	SLESF	121,493
353	PROPISTION 172	451,381
354	TRANS DVLP (SB325)	1,488,357
355	GAS TAX-2106 (SELECT)	1,317,848
357	ASSET FORFEITURE FUND	9,331
358	HOUSING MONITORING FUND	12,387
359	FIRE SUPPRESSION DISTRICT	3,500
381	GIBSON RANCH L&L	557,190
383	N PARK L&L DISTRICT	27,798
384	SP ASSESS STRENG PD LAND	18,484
386	USED OIL RECYCLING GRANT	15,854
387	WOODLAND WEST L&L	18,075
389	SPRINGLAKE L&L	710,185
391	SPORTS PARK O&M CFD	317,672
392	GATEWAY L&L	76,340
501	CAPITAL PROJECTS	390,314
506	MEASURE "E"	8,145,227
508	CAPITAL PROJECT MGMT	870,846
510	GENERAL CITY DEVELOPMENT	715,570
522	RECOGNIZED OBLIGATION RETIREMENT FUND	992,955
540	PARK & RECREATION DVLP	1,860,177
541	PARK IN-LIEU FEES	137,346
550	POLICE DEVELOPMENT FUND	70,364
560	FIRE DEVELOPMENT	281,538
570	LIBRARY DEVELOPMENT FUND	172,587
580	SURFACE WATER DEVELOPMENT	137,900
581	STORM DRAIN DEVELOPMENT	213,981
582	ROAD DEVELOPMENT	1,018,351
583	TREE RESERVE	842
584	WATER DEVELOPMENT FUND	69,799
585	SEWER DEVELOPMENT FUND	1,775,675
593	GIBSON RANCH INFRA-STRUC	168,990
594	SPRING LAKE CAPITAL	138,271
601	SPRINGLAKE ADMINISTRATION	70,502
640	SLIF PARKS & RECREATION	321,528
681	SLIF STORM DRAIN FUND	550,000
682	SLIF STREET IMPROVEMENT	3,449,000
815	2002 LEASE REVENUE BOND	1,623,285
830	SOUTHEAST AREA DEBT SERV	1,334,945
840	BEAMER/KENTUCKY ASSESSMT	200,121
850	EAST MAIN ASSESS DIST 90	1,245,779
870	CFD#2 SPRINGLAKE DEBT SRV	2,424,023
880	2005 CAPITAL PROJECTS L/R	1,642,161
881	2007 CAPITAL PROJECTS LRB	1,991

ATTACHMENT 1

CITY OF WOODLAND
FISCAL YEAR 2013/14
TOTAL APPROPRIATIONS BY FUND

Fund		FY 2013/14 Expense/Tfrs Out
882	2012 LEASE REFUNDING	1,056,513
885	WWTP REVENUE BONDS 2005	1,644,025
917	LIBRARY TRUST FUND	48,857
	TOTALS	**171,676,735**