



City of Woodland

300 First Street
Woodland, CA 95695

Meeting Agenda City Council

Tuesday, January 7, 2014

6:00 PM

Council Chambers

CITY COUNCIL CLOSED SESSION AGENDA JANUARY 7, 2014 5:30 P.M.

A. CALL TO ORDER

B. CLOSED SESSION

B.1 Conference with Real Property Negotiators, Pursuant to Section 54956.8

Properties: 039-380-001, 039-070-002, 039-140-010, 039-140-019,
039-172-014, 039-174-001, 039-212-009, 039-214-003, 041-080-013, 041-080-014,
042-010-053, 042-010-034

Agency Negotiator: City Manager

Negotiating Parties: Larry D. Kirkbride and/or successors, Robert R. Griffin
and/or successors, Stanley M. Davis and Associates and/or successors,
Woodland Development Company and/or successors, Matthew Cross and/or
successors, Foundation for Excellence at Woodland Christian School,
Beeman Family Trust, Woodland Joint Unified School District and Yuba
Community College District

Under Negotiation: Price and Terms of Payment

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY JANUARY 7, 2013 6:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS-PUBLIC COMMENT

This is 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.

[14-004](#)

SUBJECT: Long Range Calendar

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

Attachments: [Council Long Range Calendar.pdf](#)

F. CONSENT CALENDAR

1. [13-370](#)

SUBJECT: Appointment to Yolo County Waste Advisory Committee

Recommendation for Action

Staff recommends that the City Council adopt Resolution No. _____ approving the reappointment of Roberta Childers as the City's representative on the Yolo County Waste Advisory Committee.

Attachments: [Reappointment of Childers to WAC - Resolution.doc](#)

2. [13-378](#)

SUBJECT: Approval of Housing Related Parks Program Grant Application Submittal for City Park (626 Cleveland Street) Improvements

Recommendation for Action

Staff recommends that the City Council adopt Resolution No. 2014-_____ to approve the submittal of a Housing Related Parks Program grant application to the State of California for improvements to City Park (626 Cleveland Street) and authorize the City Manager to execute all agreements necessary for the program.

Attachments: [CC Reso 7Jan14.pdf](#)

[Play Equip Need Assess Summary 29Jan13.pdf](#)

[Map of Potential Projects 7Oct13.pdf](#)

3. [13-392](#)

SUBJECT: Approve an Amendment to Consultant Agreement to provide Construction Inspection Services; approve appropriation to the General Fund

Recommendation for Action: Staff recommends that the City Council: (1) approve an amendment in the amount of \$34,000 to the consultant services agreement for construction inspection services with Associated Engineering Consultants and authorize the City Manager to execute the

amendment and

(2) approve an additional appropriation of \$60,000 to the General Fund from private party fees collected to cover cost of inspection work.

4. [14-005](#)

SUBJECT: Authorize Issuance of Request for Proposal for Independent Financial Audit Services

Recommendation for Action: Staff recommends that the City Council authorize the issuance of a request for proposal (RFP) for independent financial audit services.

5. [14-006](#)

SUBJECT: Second Reading of Ordinance No. 1558 "An Ordinance of the City Council of the City of Woodland Amending Section 23-100 of Article VII of Chapter 23 of the Woodland Municipal Code Related to a Supplemental Transactions and Use Tax to be Administered by the State Board of Equalization"

Recommendation for Action

Staff recommends that the City Council adopt Ordinance No. 1558 re-authorizing the City of Woodland's quarter-cent sales tax for general city services, programs and facilities for a period of eight years, subject to approval by the voters at the June 3, 2014 municipal election.

Attachments: [FINAL WOODLAND Measure V Renewal Ordinance.pdf](#)

G. PUBLIC HEARINGS

6. [13-332](#)

SUBJECT: Revise Fire Hydrant Permit Fee in City's Fee Schedule to More Accurately Account for Actual Water Usage

Recommendation for Action

Staff recommends that the City Council hold a public hearing, and following the public hearing, adopt Resolution No. _____ to approve the revised and increased Fire Hydrant Permit Fees in accordance with the commercial water rates approved by the City Council on May 12, 2012. The revised Fire Hydrant Permit Fees will appear in the Fiscal Year 14 Comprehensive Fee Schedule.

Attachments: [WOODLAND Fee Schedule for Fire Hydrant Permit.docx](#)

[WOODLAND Resolution for Fire Hydrant Permit Fee.docx](#)

H. REPORTS OF THE CITY MANAGER

7. [14-003](#)

SUBJECT: Establish City/Library Board 2x2 Committee

Recommendation for Action: Staff recommends that the City Council establish a City/Library Board 2x2 Committee and appoint two Council Members to serve in that capacity.

8. [13-390](#)

SUBJECT: Approve Construction Management and Inspection

Services Contract for Water Transmission Main East (CIP 11-14) and West (CIP 12-05), and the Community Center/Sports Park Frontage (CIP 11-15)

Recommendation for Action

Staff recommends that the City Council authorize the City Manager to execute a consultant agreement for construction management and inspection services for the Water Transmission Main East (CIP 11-14) and West (CIP 12-05), and the Community Center/Sports Park Frontage (CIP 11-15) projects with Psomas Engineering in an amount up to \$948,000.

Attachments: [Transmission Main Map](#)

9. [14-001](#)

SUBJECT: Council Member Election, June 3, 2014

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ calling a General Municipal Election for June 3, 2014 to fill two seats on the City Council, calling a Special Election for June 3, 2014 to place a general tax measure and four advisory measures on the ballot, requesting the Yolo County Board of Supervisors to consolidate the Elections with the Statewide Primary and any other elections, and directing the County Election's Official to provide services in relation to the Election.

Attachments: [WOODLAND Resolution for Measure V Renewal](#)

I. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Regular Meeting of the City of Woodland scheduled for January 7, 2014 was posted on December 24, 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

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

Legislation Details (With Text)

File #: 14-004 **Version:** 2 **Name:**
Type: Presentation **Status:** Agenda Ready
File created: 12/23/2013 **In control:** City Council
On agenda: 1/7/2014 **Final action:**
Title: SUBJECT: Long Range Calendar

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

Sponsors:

Indexes:

Code sections:

Attachments: [Council Long Range Calendar.pdf](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Long Range Calendar

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

Staff Contact

Ana Gonzalez, City Clerk - (530) 661-5806, ana.gonzalez@cityofwoodland.org
<<mailto:ana.gonzalez@cityofwoodland.org>>

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 items.

Paul Navazio, City Manager

Attachment

COUNCIL LONG RANGE CALENDAR

Items subject to removal and/or rescheduling

Tuesday, January 21, 2014	Reports due 1/7	Regular Meeting
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Professional Services Contract – Project Mgmt: Lower Cache Creek Flood Solutions Approval of SLIF Reimbursement Agreement with Sacramento Mutual Housing Approve Lease to WDCWA for Solids Drying Beds / Water Treatment Facility FY2014/15 CDBG Funding Priorities Update on General Plan scope/process, schedule and budget Renewal of Letter of Credit for City’s Water Utility		
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Tuesday, January 28, 2014	Reports due 1/14	Study Session (TENTATIVE)
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Study Session – Street Maintenance Program; Transportation Funding and Priorities		
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FUTURE AGENDA ITEMS FOR:

FEBRUARY

4th - FY2013/14 Mid-year Budget Update
25th – General Plan – CC hearing of alternative analysis / select preferred land use alternative

MARCH

11th – General Plan – CC confirmation of final preferred alt
FY 14/15 Budget Workshop

FUTURE AGENDA ITEMS – DATE TO BE DETERMINED:

Amend Home Occupation Ordinance to Comply with CA Homemade Food Act – Public Hearing
Ashley Gate Rehab CIP 14-12 Award Contract – Consent
New water conservation ordinance
County food waste composting proposal

FUTURE STUDY SESSIONS (TBD):

City Council Goals/Progress Report
Lower Cache Creek Flood Control Feasibility Study
Climate Action Plan
Update Economic Development Strategic Plan

Legislation Details (With Text)

File #: 13-370 Version: 1 Name:
Type: Consent Item(s) Status: Agenda Ready
File created: 12/10/2013 In control: City Council
On agenda: 1/7/2014 Final action:
Title: SUBJECT: Appointment to Yolo County Waste Advisory Committee

Recommendation for Action

Staff recommends that the City Council adopt Resolution No. _____ approving the reappointment of Roberta Childers as the City's representative on the Yolo County Waste Advisory Committee.

Sponsors:

Indexes:

Code sections:

Attachments: [Reappointment of Childers to WAC - Resolution.pdf](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Appointment to Yolo County Waste Advisory Committee

Recommendation for Action

Staff recommends that the City Council adopt Resolution No. _____ approving the reappointment of Roberta Childers as the City's representative on the Yolo County Waste Advisory Committee.

Staff Contact

Roberta Childers, Environmental Resource Analyst
(530) 661-2060, roberta.childers@cityofwoodland.org

Fiscal Impact

None.

Discussion

Pursuant to the California Integrated Waste Management Act of 1989, Yolo County established the Yolo County Waste Advisory Committee in 1990 to provide policy input to the Board of Supervisors on a range of Yolo County solid waste issues, including implementation of the state-mandated waste reduction programs, integrated waste management, hazardous waste handling, and solid waste facilities master planning. The committee includes a representative from each of the four cities in Yolo County and representatives of UC Davis, the waste industry, environmental interests, and the public at large. The current four-year appointment of the City's representative, Environmental Resource Analyst Roberta Childers, will expire January 31, 2014.

The programs and concerns addressed by the Waste Advisory Committee are consistent with Ms. Childers' job duties as manager of the City's Solid Waste and Recycling Program. Her reappointment will ensure continuity

of the City's representation on the committee.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____ approving the reappointment of Roberta Childers as the City's representative on the Yolo County Waste Advisory Committee.

Prepared by: Roberta Childers, Environmental Resource Analyst

Reviewed by: Gregor G. Meyer, Public Works Director

A handwritten signature in dark ink, appearing to read "Paul Navazio", is positioned above the printed name.

Paul Navazio, City Manager

Attachment: Waste Advisory Committee Appointment Resolution

CITY OF WOODLAND

RESOLUTION NO. _____

A RESOLUTION APPOINTING A REPRESENTATIVE TO SERVE ON THE YOLO COUNTY WASTE ADVISORY COMMITTEE

WHEREAS, the California Integrated Waste Management Act of 1989 required each county to establish a task force to coordinate city source reduction and recycling activities and to prepare a county-wide siting element; and

WHEREAS, the County of Yolo adopted an ordinance to add Article 18 to Chapter 2 of Title 2 of the Yolo County Code creating the Yolo County Waste Advisory Committee; and

WHEREAS, said Waste Advisory Committee includes a representative of the City of Woodland who is appointed by the City Council; and

WHEREAS, the City of Woodland has previously appointed the Environmental Resource Analyst in the Public Works Department to be the City of Woodland's representative on this committee.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland reappoints Environmental Resource Analyst Roberta Childers to serve as the City's representative to said Waste Advisory Committee.

PASSED AND ADOPTED this 7th day of January 2014, by the following vote:

AYES: Council Members:
NOES: Council Members:
ABSENT: Council Members:
ABSTAIN: Council Members

Marlin H. Davies, Mayor

ATTEST:

Ana Gonzalez, City Clerk

Legislation Details (With Text)

File #: 13-378 Version: 1 Name:
Type: Consent Item(s) Status: Agenda Ready
File created: 12/12/2013 In control: City Council
On agenda: 1/7/2014 Final action:
Title: SUBJECT: Approval of Housing Related Parks Program Grant Application Submittal for City Park (626 Cleveland Street) Improvements

Recommendation for Action

Staff recommends that the City Council adopt Resolution No. 2014- _____ to approve the submittal of a Housing Related Parks Program grant application to the State of California for improvements to City Park (626 Cleveland Street) and authorize the City Manager to execute all agreements necessary for the program.

Sponsors:

Indexes:

Code sections:

Attachments: [CC Reso 7Jan14.pdf](#)
[Play Equip Need Assess Summary 29Jan13.pdf](#)
[Map of Potential Projects 7Oct13.pdf](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Approval of Housing Related Parks Program Grant Application Submittal for City Park (626 Cleveland Street) Improvements

Recommendation for Action

Staff recommends that the City Council adopt Resolution No. 2014- _____ to approve the submittal of a Housing Related Parks Program grant application to the State of California for improvements to City Park (626 Cleveland Street) and authorize the City Manager to execute all agreements necessary for the program.

Staff Contact

Dan Sokolow, Senior Planner (530) 661-5927, dan.sokolow@cityofwoodland.org
<<mailto:dan.sokolow@cityofwoodland.org>>

Fiscal Impact

There is no fiscal impact associated with submitting the grant application. Staff estimates that the City will be eligible to receive between \$100,000 and \$125,000 in HRP Program grant funds, and are proposing to allocate any grant award toward the replacement of the children's play structure at City Park at an estimated cost of \$94,000. Additional park improvement, such as additional lighting may be included as part of the park

improvement project, depending on the amount of funds awarded to the city via this grant.

Background

The State's Housing Related Parks (HRP) Program is funded through Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006, and \$25 million in funding is available for the 2013 designated program year (DPY) of January 1, 2010 - June 30, 2013. The City is eligible for the non-competitive grant funds provided that the following thresholds are achieved: housing element compliance, submittal of annual progress report on implementation of the housing element, and the permitting of new residential units for lower-income households during the DPY. The City meets all of the thresholds as the State found the City's 2013 Housing Element update in compliance on November 7, 2013, received the City's annual progress reports for calendar years 2010 and 2011, and permitted (through the Department of Housing and Community Development Department, Division of Codes and Standards) 29 new affordable units at the Casa Del Sol residential project in 2011 for lower-income households.

The HRP Program grant funds may be used for the creation, development, or rehabilitation of park and recreation facilities, including, but not limited to, the acquisition of land, sport play fields, informal play areas, non-motorized recreational trails, play structures, outdoor recreation, community gardens, and landscaping. In the event that the HRP Program is oversubscribed, the grant awards will be reduced on a pro-rata basis.

The State in 2012 awarded the City an HRP Program grant in the amount of \$97,775. These funds were used for the irrigation, landscaping, and walkway improvements completed last year at Freeman Park.

Discussion

Staff purposes to use HRP Program grant funds for the replacement of the children's large play structure and to add additional lighting at City Park. City Park was selected as the project site for the grant funding based on a number of factors. The park is not located within an existing landscaping and lighting maintenance district. As a result, its operational and capital improvement costs are generally borne by the general fund. Last year, a play structure vendor completed a play equipment needs assessment for City park facilities. The vendor rated the urgency of replacements on a scale of 1 to 3 with 1 being the most urgent need. The existing children's large play structure at City Park was ranked in the top tier (Tier 1) (Attachment 2). Because City Park is located in a low-moderate income census tract (Attachment 3), the City qualifies for the "disadvantaged community" funding bonus in the HRP Program. Staff estimates that the City will receive \$100,000 to \$125,000 in HRP Program grant funds. The Play Equipment Needs Assessment estimated that replacing the playground structure at City Park would cost approximately \$94,000 (the total identified in Attachment 2 for City Park is for the replacement of both playground structures). It should be noted that additional related improvements would also be needed for the playground equipment installation (possible ADA improvements, etc).

Commission Recommendation

The Parks and Recreation Commission at its November 25, 2013 meeting voted 5-0 to support staff's recommendation to submit an HRP Program grant application for improvements to City Park.

Conclusion

Staff recommends that the City Council adopt Resolution No. 2014- _____ to approve the submittal a Housing Related Parks Program grant application to the State of California for improvements to City Park (626

Cleveland Street) and authorize the City Manager to execute all agreements necessary for the program.

Prepared by: Dan Sokolow, Senior Planner

Reviewed by: Christine Engel, CSD Director

A handwritten signature in dark ink, appearing to read "Paul Navazio", with a long horizontal stroke extending to the right.

Paul Navazio, City Manager

Attachments:

1. Resolution No.
2. Play Equipment Needs Assessment, Cost Summary by Park
3. Map of Low-Moderate Income Census Tracts with Park-Related Facilities

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING APPLICATION FOR HOUSING RELATED PARKS GRANT**

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated October 2, 2013 (NOFA), under its Housing Related Parks (HRP) Program; and

WHEREAS, the City of Woodland desires to apply for an HRP Program grant and submit the 2013 Designated Program Year Application Package released by the Department for the HRP Program; and

WHEREAS, The Department is authorized to approve funding allocations for the HRP Program, subject to the terms and conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to apply for and submit to the Department the HRP Program Application Package released on October 2, 2013 for the 2013 Designated Program Year. If the application is approved, the Applicant is hereby authorized and directed to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement), and any and all other documents required or deemed necessary or appropriate to secure the HRP Program Grant from the Department, and all amendments thereto (collectively, the “HRP Grant Documents”).

2. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement. Funds are to be used for allowable capital asset project expenditures to be identified in **Exhibit A** of the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. Applicant hereby agrees to use the funds for eligible capital asset(s) in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package.

3. That the City Manager is authorized to execute in the name of Applicant the HRP Program Application Package and the HRP Grant Documents as required by the Department for participation in the HRP Program.

PASSED AND ADOPTED this 7th Day of January, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Marlin H. “Skip” Davies, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

The undersigned City Clerk of the Applicant here before named does hereby attest and certify that the forgoing is a true and full copy of a resolution of the City Council of the City of Woodland adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended or repealed.

Signature_____Date_____

COST SUMMARY

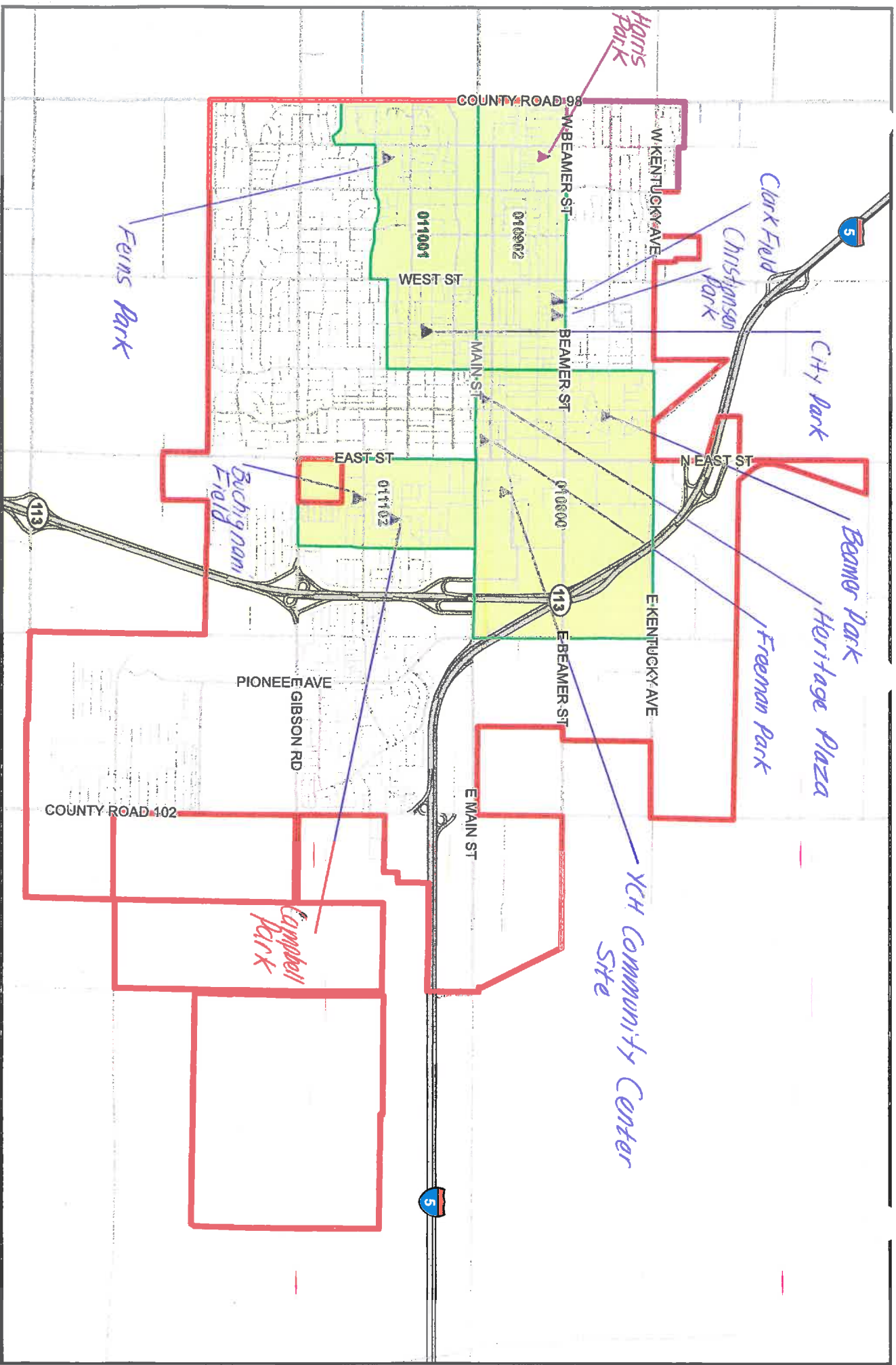
SCHOOL	CMAS PLAY EQUIPMENT (INCLUDES TAX & FREIGHT)	DEMO/PREP/ INSTALLATION**	EST. TOTALS BY PLAY AREA
Beamer Park	\$46,800	\$18,040	\$ 64,840.00
Cambell Park	\$0	\$0	-
City Park	\$69,800	\$24,900	\$ 143,740.00
Crawford Park	\$58,500	\$19,550	\$ 78,050.00
Everman Park	\$58,000	\$19,050	\$ 110,660.00
Ferns Park	\$0	\$0	-
Freeman Park	\$0	\$0	-
Harris Park	\$56,250	\$19,875	\$ 76,125.00
Klenhard Park	\$0	\$0	-
Pioneer Park	\$0	\$0	-
Roddy Park	\$0	\$0	-
Schneider Park	\$0	\$0	-
Slaven Park	\$0	\$0	-
Southand Park	\$0	\$0	-
Traynham Park	\$35,500	\$11,875	\$ 69,512.00
Woodside Park	\$0	\$0	-
CMAS SUB-TOTALS:			\$ 542,927.00

Tier 1 Priority

Tier 2 (Replace in 3-5 yrs)

Wood Chips and Dirt removed from play boxes by installer . Client is responsible for removal and spreading to desired locale. Pricing does not reflect removal/disposal of rubber material

***Drainage alterations to be handled on case by case basis and cost to be incurred by client as a change



LowMod Median Income by Census Tract Woodland, CA



LowMod Income is <\$48,706, which is 80% of State Median HH Income of \$60,883
Source: US Census Bureau, American Community Survey, 5-year estimate, 2006-2010



Legislation Details (With Text)

File #: 13-392 Version: 1 Name: Consultant Agreement Amendment for City-wide On Call Inspection Services
Type: Consent Item(s) Status: Agenda Ready
File created: 12/17/2013 In control: City Council
On agenda: 1/7/2014 Final action:
Title: SUBJECT: Approve an Amendment to Consultant Agreement to provide Construction Inspection Services; approve appropriation to the General Fund

Recommendation for Action: Staff recommends that the City Council:
(1) approve an amendment in the amount of \$34,000 to the consultant services agreement for construction inspection services with Associated Engineering Consultants and authorize the City Manager to execute the amendment and
(2) approve an additional appropriation of \$60,000 to the General Fund from private party fees collected to cover cost of inspection work.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Approve an Amendment to Consultant Agreement to provide Construction Inspection Services; approve appropriation to the General Fund

Recommendation for Action: Staff recommends that the City Council:

(1) approve an amendment in the amount of \$34,000 to the consultant services agreement for construction inspection services with Associated Engineering Consultants and authorize the City Manager to execute the amendment and
(2) approve an additional appropriation of \$60,000 to the General Fund from private party fees collected to cover cost of inspection work.

Staff Contact

James Heath, Associate Civil Engineer - 661-5977, james.heath@cityofwoodland.org

Fiscal Impact

This contract is to provide construction inspection services to several capital projects and development projects as noted below. The original contract was entered into on October 16, 2013 for \$48,000. Because the

construction work is not yet complete, an amendment is needed. Staff expects that no additional amendments will be needed in order to finish inspecting the current construction work. The total contract funding (base contract plus amendment) is for \$82,000. Of that amount, \$22,000 is for capital project work and \$60,000 is for private construction inspection work that is included in the general fund. The capital project charges are already included in the Capital Budget. The general fund charges require an appropriation from Council. Construction inspection work is included in the general fund because the fees are paid by project applicants to cover inspection work are included in the general fund budget as revenue.

Currently, the engineering division has collected \$35,000 more than expected in plan check and construction inspection fee revenues for Fiscal Year 2013/14. Staff projects that revenues collected by the end of the fiscal year will exceed the \$60,000 appropriation that is requested in this Council action.

Background

Due to the unexpected retirement of the Engineering Technician that was performing the construction inspection of several projects it is necessary to obtain consultant inspection services until a new Engineering Technician can be hired.

The list of projects covered by this contract includes the following (some of these were already completed with the base contract): Freeman Park, West Woodland Sewer Rehabilitation, minor sewer rehabilitation work, preliminary work for the Water Transmission Main project, Velocity Island Wakeboard Park, Parkview Subdivision and the Heritage Subdivision. In addition, the consultant will aid in preparing field investigation work for this next year's road maintenance project (this work will be performed as time allows between construction inspection work).

Conclusion

Staff recommends that the City Council (1) approve an amendment in the amount of \$34,000 to the consultant services agreement for construction inspection services with Associated Engineering Consultants and authorize the City Manager to execute the amendment and (2) approve an additional appropriation of \$60,000 to the General Fund from private party fees collected to cover costs of inspection work.

Prepared by: James Heath, Associate Civil Engineer

Reviewed by: Brent Meyer, City Engineer

Reviewed by: Kim McKinney, Finance Officer

Reviewed by: Ken Hiatt, Community Development Director

Paul Navazio, City Manager

Legislation Details (With Text)

File #: 14-005 Version: 1 Name:
Type: Consent Item(s) Status: Agenda Ready
File created: 12/23/2013 In control: City Council
On agenda: 1/7/2014 Final action:
Title: SUBJECT: Authorize Issuance of Request for Proposal for Independent Financial Audit Services

Recommendation for Action: Staff recommends that the City Council authorize the issuance of a request for proposal (RFP) for independent financial audit services.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Authorize Issuance of Request for Proposal for Independent Financial Audit Services

Recommendation for Action: Staff recommends that the City Council authorize the issuance of a request for proposal (RFP) for independent financial audit services.

Staff Contact

Kim McKinney, Finance Officer - (530)661-5849, kimberly.mckinney@cityofwoodland.org

Council Goal

Completion of the annual audit complies with the Council goal of Fiscal Responsibility.

Fiscal Impact

No direct fiscal impact is related to the issuance of the RFP. The budget includes costs for an annual audit of the City, the Woodland Finance Authority, and the Single Audit for expenditure of federal grant money. These costs are paid for primarily by the General Fund and total contract costs have been approximately \$125,000.

Background

The City has used Macias, Gini, O'Connell & Co as its independent auditor for the last seven years. Our contract expires at the conclusion of the FY13/14 audit and best practices for accounting and auditing indicate

that an agency should change audit firms every five to seven years.

Discussion

The City is required to have three audits performed each year through a contract with an independent public audit firm. These audits include the citywide audit of the Comprehensive Annual Financial Report (CAFR), the Woodland Finance Authority (the entity that issues long term debt), and the Single Audit for review of expenditures of federal grant monies. Because the existing contract with the current audit firm is in its final year, and because of the anticipated amount of the contract award, the City is required to issue an RFP and seek responses for a new audit firm.

If authorized to proceed, RFPs will be issued in January, with responses due by early March and eventual selection of a firm and contract award in April 2014.

Conclusion

Staff recommends that the City Council authorize the issuance of a request for proposal (RFP) for independent financial audit services.

Prepared by: Kimberly McKinney, Finance Officer

A handwritten signature in dark ink, appearing to read "Paul Navazio", is written over a light gray rectangular background.

Paul Navazio, City Manager

Legislation Details (With Text)

File #: 14-006 Version: 1 Name:
Type: Consent Item(s) Status: Agenda Ready
File created: 12/24/2013 In control: City Council
On agenda: 1/7/2014 Final action:
Title: SUBJECT: Second Reading of Ordinance No. 1558 "An Ordinance of the City Council of the City of Woodland Amending Section 23-100 of Article VII of Chapter 23 of the Woodland Municipal Code Related to a Supplemental Transactions and Use Tax to be Administered by the State Board of Equalization"

Recommendation for Action

Staff recommends that the City Council adopt Ordinance No. 1558 re-authorizing the City of Woodland's quarter-cent sales tax for general city services, programs and facilities for a period of eight years, subject to approval by the voters at the June 3, 2014 municipal election.

Sponsors:

Indexes:

Code sections:

Attachments: [FINAL_WOODLAND_Measure V Renewal Ordinance.pdf](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Second Reading of Ordinance No. 1558 "An Ordinance of the City Council of the City of Woodland Amending Section 23-100 of Article VII of Chapter 23 of the Woodland Municipal Code Related to a Supplemental Transactions and Use Tax to be Administered by the State Board of Equalization"

Recommendation for Action

Staff recommends that the City Council adopt Ordinance No. 1558 re-authorizing the City of Woodland's quarter-cent sales tax for general city services, programs and facilities for a period of eight years, subject to approval by the voters at the June 3, 2014 municipal election.

Staff Contact

Ana Gonzalez, City Clerk - (530) 661-5806, ana.gonzalez@cityofwoodland.org

Background

This is the second reading of the ordinance to amend Section 23-100 of Article VII of Chapter 23 of the Woodland Municipal code relating to a supplemental transaction and use tax. The first reading of the ordinance occurred during the December 17, 2013 City Council meeting. The City Council voted to approve the Ordinance which is attached.

Discussion

City staff and Council sub-committee requested the City Council approve an ordinance to re-authorize the quarter-cent sales tax for a period of eight years, subject to approval by the voters at the June 3, 2014 municipal election.

Conclusion

Staff recommends that the City Council adopt Ordinance No. 1558 “An Ordinance of the City Council of the City of Woodland Amending Section 23-100 of Article VII of Chapter 23 of the Woodland Municipal Code Related to a Supplemental Transactions and Use Tax to be Administered by the State Board of Equalization”

Prepared by: Jennifer Robinson, Secretary to the City Manager

Reviewed by: Ana Gonzalez, City Clerk



Paul Navazio, City Manager

Attachment: Ordinance No. 1558

ORDINANCE NO. 1558

AN ORDINANCE OF THE CITY OF WOODLAND AMENDING SECTION 23-100 OF ARTICLE VII OF CHAPTER 23 OF THE WOODLAND MUNICIPAL CODE RELATED TO A SUPPLEMENTAL TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE STATE BOARD OF EQUALIZATION

WHEREAS, the voters of the City of Woodland approved the enactment of a one-quarter cent sales tax on June 8, 2010; and

WHEREAS, the tax measure (Measure V) provided that it would sunset in four years; and

WHEREAS, the City Council of the City of Woodland has determined that it is necessary and desirable to ask the voters of the City of Woodland to extend the one-quarter cent sales tax for an additional eight years for the purpose of funding general City programs and services; and

WHEREAS, approval of this Ordinance by the voters of the City of Woodland would not raise taxes but would extend an existing tax.

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

WHEREAS, the voters of the City of Woodland approved a one-quarter cent sales tax in June

Section 1. Authority. The City Council enacts this ordinance in accordance with the authority granted to cities by Article XI, Section 7 of the California Constitution.

Section 2. Amendment. Section 23-100 of Article VII of Chapter 23 of the City of Woodland Municipal Code is hereby amended to read as follows:

“Section 23.100. Definitions.

For the purpose of this chapter the following words terms shall have the meaning given in this section:

(a) The words “in the city” shall mean and include all territory within the city limits.

(b) “Operative Date” shall mean the first day of the first calendar quarter commencing more than 110 days after the later of the adoption of Ordinance No. _____ and the approval by the voters of the city of a measure approving the extension of a transaction and use tax; provided that, if the city shall not have entered into, or amended, a contract with the State Board of Equalization as required by Section 23-102 prior to such date, the Operative Date shall be the first day of the first calendar quarter following the execution of such a contract. If this amendment is approved on January , 2014, and the measure is

approved at the June 3, 2014 election, the Operative Date shall be October 1, 2014.

(c) “Termination Date” initially shall mean the eighth anniversary of the Operative Date and, if approved by a majority of the voters voting on the measure at an election held subsequent to the June 3, 2014, election, shall mean such later date as the voters may approve. If the Operative Date is October 1, 2014, the initial Termination Date shall be September 30, 2022.

Section 3. Spending Plan. The City shall prepare a detailed spending plan and report regarding the expenditure of any proceeds from the the taxes collected pursuant to Article VII of Chapter 23 of the Woodland Municipal Code. The spending plan and report shall be presented to the public and published in the newspapers.

Section 4. Effective Date and Notice. This ordinance relates to the levying and collecting of transactions and use taxes and shall take effect only if approved by a majority of the voters voting on the measure at the June 2014 General Municipal Election and shall become effective ten days after the City Council declares and certifies by resolution the results of the election and that the measure was approved by a majority of the voters voting thereon. The ordinance shall then become operative in accordance with Section 23.100 .The City Clerk is hereby directed to publish this ordinance at least once, within fifteen (15) days of its adoption, in a newspaper of general circulation published and circulated in the City of Woodland.

PASSED AND ADOPTED by the City Council of the City of Woodland on January ____, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Marlin H. Davies, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

Legislation Details (With Text)

File #: 13-332 Version: 1 Name: Revise Fire Hydrant Permit Fee to Reflect New Requirements for Metered and Unmetered Water Usage

Type: Public Hearing Item Status: Agenda Ready

File created: 11/14/2013 In control: City Council

On agenda: 1/7/2014 Final action:

Title: SUBJECT: Revise Fire Hydrant Permit Fee in City's Fee Schedule to More Accurately Account for Actual Water Usage

Recommendation for Action

Staff recommends that the City Council hold a public hearing, and following the public hearing, adopt Resolution No. _____ to approve the revised and increased Fire Hydrant Permit Fees in accordance with the commercial water rates approved by the City Council on May 12, 2012. The revised Fire Hydrant Permit Fees will appear in the Fiscal Year 14 Comprehensive Fee Schedule.

Sponsors:

Indexes:

Code sections:

Attachments: [WOODLAND_Fee Schedule for Fire Hydrant Permit.pdf](#)
[WOODLAND_Resolution for Fire Hydrant Permit Fee.pdf](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Revise Fire Hydrant Permit Fee in City's Fee Schedule to More Accurately Account for Actual Water Usage

Recommendation for Action

Staff recommends that the City Council hold a public hearing, and following the public hearing, adopt Resolution No. _____ to approve the revised and increased Fire Hydrant Permit Fees in accordance with the commercial water rates approved by the City Council on May 12, 2012. The revised Fire Hydrant Permit Fees will appear in the Fiscal Year 14 Comprehensive Fee Schedule.

Staff Contact

Johanna Currie - Senior Management Analyst - 530-661-5902 Johanna.Currie@cityofwoodland.org

Fiscal Impact

The new fee structure will charge contractors who use fire hydrants for their water consumption at the commercial water rate. The new fee schedule will increase permit revenues in those cases where significant amounts of water are expected to be drawn from fire hydrants, as well as offset the cost of issuing the permits

and installing and removing hydrant meters when required. A revised Fire Hydrant Permit Fee in the City's Comprehensive Fee Schedule is also proposed in order to be more in line with Urban Water Management Plan Best Management Practices in water conservation and tracking consumption.

Background

Currently, when a contractor needs water on a construction site, the contractor purchases a Fire Hydrant Permit for \$317 per acre, per month. This allows a contractor to tap into any fire hydrant within City limits and withdraw as much water as needed rather than having the contractor pay for water actually used.

The Fire Hydrant Permit Fee started out at a flat rate of \$100 per month (actual water used was not included in this fee). The fee increased to \$103 in 2008 based on a 3% Consumer Price Index (CPI) increase, and increased again to \$118 in 2009. In 2010, the fee was adjusted to \$298, and the words "per acre" were added. This adjusted fee continued to increase via a CPI to \$312 as of 2012. In 2013, the fee increased to its current rate of \$317 per acre, per month (*NOTE: The fee appears as \$371 in the online fee schedule - this error is due to a transposition of numbers and will be corrected as soon as possible. Customers are being charged the correct rate of \$317 per month, per acre when purchasing the permit at Community Development*).

In 2013, the Public Works Water Supervisor met with Community Development staff to discuss changing the fee structure to have it reflect actual usage, and to distinguish between short-term and long-term users as well as consumers who use significantly larger quantities of water and those who use less. The proposed revised fee structure accomplishes those goals and is consistent with state law requiring that a fee may not exceed the estimated reasonable cost of providing the service for which the fee is charged.

Additionally, other laws specifically address accounting for water used. California Water Code Sections 520-523 outline the need to account for all water consumed and the lengths to which cities can go in order to account for that usage. Section 522 reads "The Legislature further finds and declares that waste or unreasonable use of water imposes unnecessary and wasteful consumption of energy to deliver or furnish the water, and it is necessary, therefore, to determine the quantities of water in use throughout the state to the maximum extent that it is reasonable to do so in order to reduce energy consumption."

In addition, the California Department of Public Health requires that water systems account for all water leaving the system. A large amount is unaccounted for due to lack of metering for construction water. Water consumption should be monitored whenever possible and construction users should pay fees comparable to those of other commercial consumers.

Section 23C-7-4 of the City Code ("Rate schedule for use of water service") states, "The city council shall fix by ordinance or resolution the rates for the use of the city water system and the ordinance or resolution, among other things, shall take into account the quantity of water used and the cost of maintaining city water facilities to deliver the water.

Discussion

The current hydrant permit fee of \$317 per acre, per month does not adequately capture the amount of water a contractor may use, nor does it charge the contractor per cubic foot similar to all other rate payers. The proposed hydrant permit fee separates out users by volume and also by duration of water use.

The first type of consumer uses limited water (43,560 cubic feet [326,000 gallons] or less per month) for less than one month. The proposed fee for this type of consumer includes a \$54.00 permit processing fee (cost of

Community Development staff time to process the permit) and a payment of \$0.0329/cubic foot (7.48 gallons) based on the customer's good faith estimated water use. The fee was structured in this manner because it is not cost effective to install a fire hydrant meter for each permit of this type (limited water, short duration), especially for contractors who need small amounts of water for a very short period of time (one or two days).

The second type of consumer uses more than 43,560 cubic feet (326,000 gallons) and/or needs a permit for more than a month. The 43,560 cubic foot number was selected because the cost of this amount of water, at the current commercial rate, is approximately equivalent to the cost of purchasing a fire hydrant meter (\$1,300). These consumers will initially pay the same \$54.00 permit processing fee as well as a \$1,000 hydrant meter deposit, and a \$1,433 water use deposit. On a monthly basis, and for the duration of the permit, the City will charge the customer for water use in accordance with the City's current commercial water rates as well as the \$62 monthly meter charge for a 3" commercial meter.

At the end of the permit term, City staff will remove the meter from the hydrant and confirm and document the amount of water used. The City will refund the \$1,000 hydrant meter deposit less any cost associated with the City's repair of a damaged meter. If the meter is stolen during the permit term, the \$1,000 hydrant meter deposit will be forfeited. The City shall deduct the final water usage charge from the water use deposit and, if necessary, refund any remaining balance to the customer. If, however, the customer uses water in an amount in excess of \$1,433 (the water deposit), the customer will be billed the difference between the total amount used and the water deposit. A new permit and deposits will be required for any additional water use.

Staff recommends changing the entire Fire Hydrant Permit Fee schedule as outlined in Exhibit A in order to:

- a. Differentiate between small users and large users, which will determine whether or not a fire hydrant meter will be installed in the field.
- b. Accurately account for water used from a fire hydrant in a one month period.
- c. Collect a fire hydrant meter deposit in case the meter is damaged (large/long-term users only).
- d. Collect a fire hydrant meter usage fee on a monthly basis (large/long-term users only).
- e. Collect an estimated water fee per cubic foot in advance as a deposit based on adopted water rates.

Conclusion

Staff recommends that Council hold a public hearing and following the public hearing adopt Resolution No._____ to approve the revised Fire Hydrant Permit Fee as outlined in Exhibit A.

Prepared by: Johanna Currie
Senior Management Analyst

Reviewed by: Gregor G. Meyer
Public Works Director



Paul Navazio, City Manager

Attachments:

Exhibit A - Revised Fire Hydrant Permit Fee section for Comprehensive Fee Schedule
Resolution _____

FEE SCHEDULE

D. FIRE HYDRANT PERMITS

1. Consumers Using Limited Water for Less Than One Month

When construction water drawn from public or private fire hydrants is less than 1 acre-foot of water (326,000 gallons/43,560 cubic feet) and for a duration of less than one month, applicant will pay based on estimated water use in accordance with the below fees.

- \$54.00 permit processing fee
- \$0.0329/cubic foot (7.48 gallons) – Rate effective 1/1/14

2. Consumers Using Water for Longer than a Month or Using More than 1 acre foot

Water use in excess of 1 acre-foot (326,000 gallons/43,560 cubic feet) or for a duration of longer than one month will require water usage to be metered. Applicant shall be responsible for the following fees and deposits:

- \$54.00 permit processing fee
- \$1,000 hydrant meter deposit
- \$1,433 water use deposit

The customer will be billed on a monthly basis for water use in accordance with current water service rates for the duration of the permit as follows:

- \$62 meter usage fee (3" meter)
- \$0.0329/cubic foot (7.48 gallons) – Rate effective 1/1/14

The hydrant meter deposit will be refunded to customer, minus any cost associated with repairing damage to the meter, once the meter is removed by City staff. The City shall deduct the final water usage charge from the water use deposit, and the remaining balance will be refunded to the customer. If the final water usage charge is greater than the \$1,433 water use deposit, customer will be billed for the difference.

If the fire hydrant meter is lost or stolen, the hydrant meter deposit will be forfeited. Failure to pay the monthly water bill in excess of \$1,433 (the water use deposit) will result in loss of water use deposit and void fire hydrant permit. A new permit and water use deposit will be required for any additional water use.

NOTE: All meter/water fees/rates used are based on the adopted water rates in effect at the time of permit issuance.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING
THE REVISION OF THE FIRE HYDRANT PERMIT FEE WITHIN THE CITY OF
WOODLAND'S COMPREHENSIVE FEE SCHEDULE**

WHEREAS, the City's existing Fire Hydrant Permit Fees do not adequately recover the City's cost of providing water drawn from Fire Hydrants for private construction projects; and

WHEREAS, the City Council desires to establish Fire Hydrant Permit Fees that do not exceed the cost of the City providing the service for which the fees are imposed.

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

SECTION 1. That the City Council held a public hearing on January 7, 2014 prior to adopting the revised Fire Hydrant Permit Fees and published notice of the public hearing twice at least 10 days before the public hearing.

SECTION 2. That the schedule of Fire Hydrant Permit Fees for the City of Woodland is hereby modified as shown in Exhibit A.

SECTION 3. That the Community Development Department of the City of Woodland shall collect the Fire Hydrant Permit Fee, as well as any applicable deposits, at the time of permit issuance.

SECTION 4. That monies collected at the time of permit issuance shall be deposited in Fund 210 – Water Fund.

SECTION 5. That the provisions of this Resolution shall take effect immediately.

PASSED AND ADOPTED this 7th day of January 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Marlin H. Davies, Mayor

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

ATTEST:

Ana Gonzalez, City Clerk

Legislation Details (With Text)

File #: 14-003 Version: 2 Name:
Type: Report of the City Manager Status: Agenda Ready
File created: 12/23/2013 In control: City Council
On agenda: 1/7/2014 Final action:
Title: SUBJECT: Establish City/Library Board 2x2 Committee

Recommendation for Action: Staff recommends that the City Council establish a City/Library Board 2x2 Committee and appoint two Council Members to serve in that capacity.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Establish City/Library Board 2x2 Committee

Recommendation for Action: Staff recommends that the City Council establish a City/Library Board 2x2 Committee and appoint two Council Members to serve in that capacity.

Staff Contact

Jennifer Robinson, Secretary to the City Manager - (530) 661-5800, jennifer.robinson@cityofwoodland.org

Report in Brief

Among the duties and responsibilities of serving on the City Council is representing the Council on various Boards, Commissions, Committees and Inter-Jurisdictional Agencies. Currently, the City Council has four formal bodies where two members of the City Council serve as liaisons; these are referred to as "2x2 committees" and currently include the following:

- City / County 2x2 (Davies, Stallard)
- City / Chamber of Commerce 2x2 (Davies, Hilliard)
- City/WJUSD/WCC 3x2x2 (Stallard, Denny)
- City / YCVB 2x2 (Stallard, Hilliard)

The City has received a request from the Library Board to establish a formal 2x2 committee to serve as liaison between the city council and the library. Staff has prepared this agenda item for the purpose of seeking concurrence of the Council, and soliciting appointments to serve in this capacity through June 2014.

It is anticipated that the Council will be revisiting all of its appointments to outside boards, commissions and committees with the seating of the new Council following the June 2014 election.

Prepared by: Jennifer Robinson, Secretary to the City Manager

Reviewed by: Ana Gonzalez, City Clerk

A handwritten signature in dark ink, appearing to read "Paul Navazio", with a long horizontal flourish extending to the right.

Paul Navazio, City Manager

Legislation Details (With Text)

File #:	13-390	Version:	1	Name:	Approve Construction Management and Inspection Services Contract for Water Transmission East (CIP 11-14) & West (CIP 12-05)
Type:	Report of the City Manager	Status:		Agenda Ready	
File created:	12/13/2013	In control:		City Council	
On agenda:	1/7/2014	Final action:			
Title:	SUBJECT: Approve Construction Management and Inspection Services Contract for Water Transmission Main East (CIP 11-14) and West (CIP 12-05), and the Community Center/Sports Park Frontage (CIP 11-15)				
	Recommendation for Action Staff recommends that the City Council authorize the City Manager to execute a consultant agreement for construction management and inspection services for the Water Transmission Main East (CIP 11-14) and West (CIP 12-05), and the Community Center/Sports Park Frontage (CIP 11-15) projects with Psomas Engineering in an amount up to \$948,000.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Transmission Main Map				

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Approve Construction Management and Inspection Services Contract for Water Transmission Main East (CIP 11-14) and West (CIP 12-05), and the Community Center/Sports Park Frontage (CIP 11-15)

Recommendation for Action

Staff recommends that the City Council authorize the City Manager to execute a consultant agreement for construction management and inspection services for the Water Transmission Main East (CIP 11-14) and West (CIP 12-05), and the Community Center/Sports Park Frontage (CIP 11-15) projects with Psomas Engineering in an amount up to \$948,000.

Staff Contact

Chris Fong, Associate Civil Engineer - 530-661-5972, chris.fong@cityofwoodland.org

Fiscal Impact

The proposed contract with Psomas is for an amount not-to-exceed \$948,000, and represents about 10.5% of the applicable estimated construction costs and is within industry standards for the construction management and inspection costs. While the water transmission main projects are included in the approved Capital

Improvement Program budget (from the Water Enterprise Fund) in the amounts of \$8,782,927 and \$6,534,000 respectively, these projects are part of the financing plan for the local facilities component of the Surface Water Project, expected to be funded through pending State Revolving Loan funding applications. The Sports Park Frontage Improvements Project has \$261,444 in funding consisting of \$20,000 of SLIF Parks funding, \$210,444 in Quimby funding and \$31,000 in Parks development funding.

Background

The City is undertaking the design and construction of a water transmission pipeline to convey future surface water from the Woodland Davis Clean Water Agency tie in at the east side of CR 102 at Farmer's Central Road to the City's First Ground Level Tank located at David Douglass Park. The transmission pipeline project consists of two segments, the East Transmission Main and West Transmission Main. The East Transmission Main goes from the east side of the CR102/Farmers Central Road intersection to the 6th Street/ CR24A intersection. The West Transmission Main goes from the 6th Street/CR24A intersection to Ashley Street and then north along Ashley Street to the First Ground Level Tank. See the attached map for the general layout of the Project.

The East Transmission Main project is currently in design and the City expects to have the project out to bid in February 2014. The West Transmission Main project is currently in design and the City expects to have the project out to bid in April 2014.

In September 2013, staff released a request for qualifications for consulting firms to perform construction management and inspection services for this project. A four member team of staff reviewed, scored and ranked the statements of qualification received. The review team determined the top rated firm was Psomas.

Discussion

Both sections of the Water Transmission Main are expected to go into construction in mid 2014 and be completed by the spring of 2015. Due to the nature of the design and layout of the water transmission main, the City had two design teams working on the water transmission main and each can be completed independent of the other. However, the City desires for a single construction management and inspection consultant to oversee both projects to provide a unified approach to oversee the water transmission main construction. The City is entering into a contract with Psomas at this time to allow for a constructability review to be performed on the projects prior to taking them out to bid.

The Community Center/Sports Park Frontage project constructs a landscape and multipurpose concrete path along the southern edge of Sports Park Drive. The landscape and pathway was scheduled to be constructed in 2011 but a decision was made to delay the project when the water transmission main was identified to go under the frontage landscaping. The Community Center/Sports Park Frontage has been added to the scope of work to be completed after the associated Water Transmission pipe goes in.

Conclusion

Staff recommends that the City Council authorize the City Manager to execute a consultant agreement for construction management and inspection services for the Water Transmission Main East (CIP 11-14) and West (CIP 12-05), and the Community Center/Sports Park Frontage (CIP 11-15) projects with Psomas Engineering in an amount up to \$948,000.

Prepared by: Chris Fong, Associate Civil Engineer

Reviewed by: Tim Busch, Principal Utilities Civil Engineer

Reviewed by: Ken Hiatt, Community Development Director

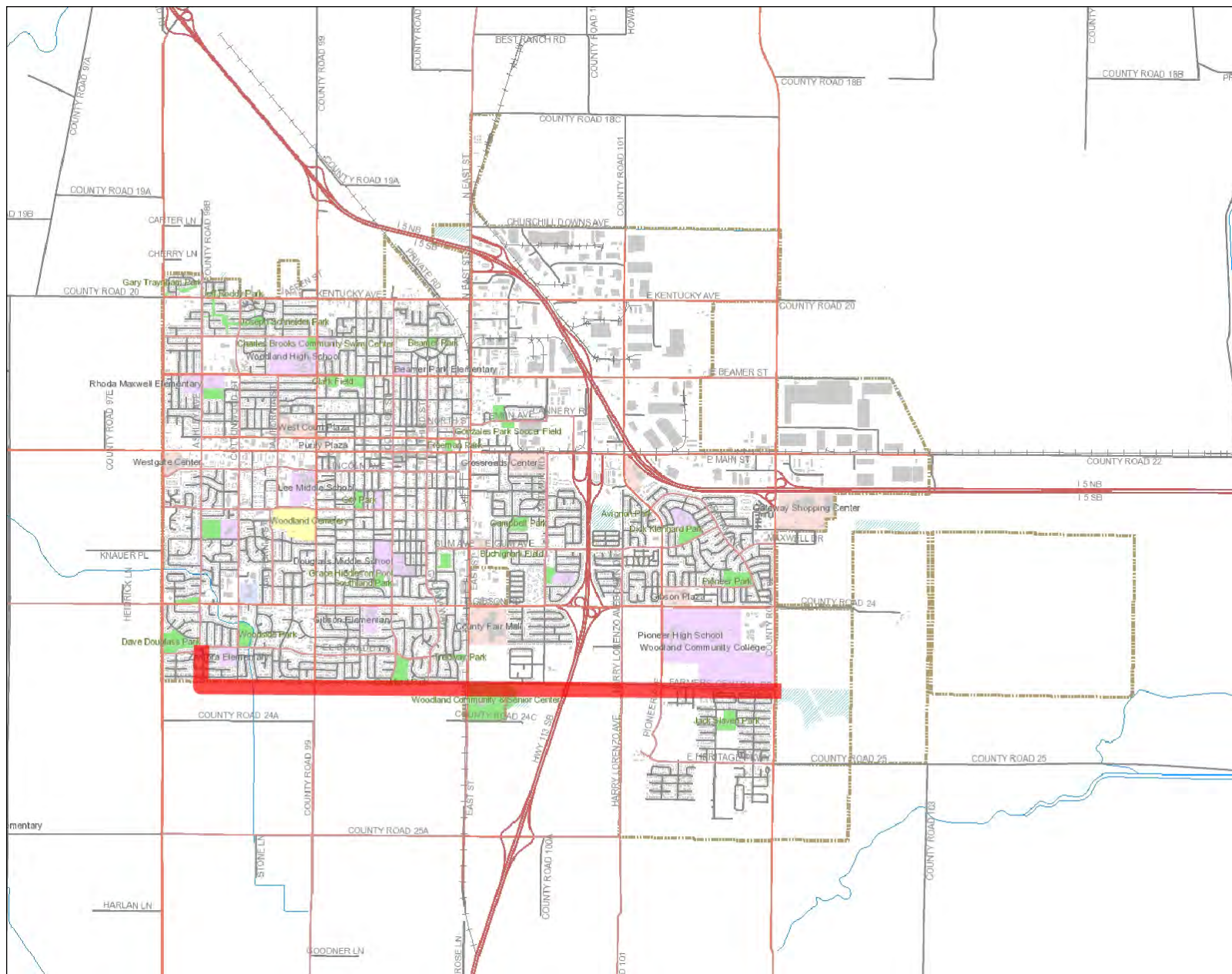
A handwritten signature in dark ink, appearing to read "Paul Navazio", with a long horizontal stroke extending to the right.

Paul Navazio, City Manager

Enclosed: Water Transmission Main Map



City of Woodland



Water Transmission Main

61,055



1.9



Legislation Details (With Text)

File #: 14-001 Version: 1 Name:
Type: Report of the City Manager Status: Agenda Ready
File created: 12/20/2013 In control: City Council
On agenda: 1/7/2014 Final action:
Title: SUBJECT: Council Member Election, June 3, 2014

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ calling a General Municipal Election for June 3, 2014 to fill two seats on the City Council, calling a Special Election for June 3, 2014 to place a general tax measure and four advisory measures on the ballot, requesting the Yolo County Board of Supervisors to consolidate the Elections with the Statewide Primary and any other elections, and directing the County Election's Official to provide services in relation to the Election.

Sponsors:

Indexes:

Code sections:

Attachments: [WOODLAND Resolution for Measure V Renewal](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: January 7, 2014

SUBJECT: Council Member Election, June 3, 2014

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ calling a General Municipal Election for June 3, 2014 to fill two seats on the City Council, calling a Special Election for June 3, 2014 to place a general tax measure and four advisory measures on the ballot, requesting the Yolo County Board of Supervisors to consolidate the Elections with the Statewide Primary and any other elections, and directing the County Election's Official to provide services in relation to the Election.

Staff Contact

Ana Gonzalez, City Clerk - 530-661-5806, ana.gonzalez@cityofwoodland.org

Background

Council elections are held every even numbered year and are consolidated by Yolo County with other elections held on the same date. As part of the initial process, Council considers and adopts a Resolution to call for such an election and asks the County Board of Supervisors to direct the Elections Office to so consolidate and conduct our election.

On December 17, 2013, the City Council introduced an ordinance to re-authorize an existing sales tax and directed staff to make certain adjustments to the advisory measures. Those changes have been made and have

been incorporated into Resolution No. _____.

Council is asked to adopt Resolution No. _____ calling for an a general municipal election for June 3, 2014 to fill two seats on the City Council, calling a special municipal election to place five ballot measures on the ballot, requesting the Yolo County Board of Supervisors to consolidate the Elections with the Statewide Primary and other elections, and directing the County Election's Official to provide services in relation to the Elections.

Elections are consolidated by the County, which substantially lessens the cost to the individual cities and the County to conduct elections. The first step in the process is to adopt a Resolution to call for the elections and request the services of the County in conducting the consolidated election. In keeping with the required deadlines as per election law and the needs of the County Election's Office, the Board of Supervisors will be asked to take action at its meeting of February 11, 2014 to so call for the election. The Board requires at least two weeks advance notice to place items on their Agenda.

Also of note is that the filing period for Council seats begins on February 10, 2014 and continues to March 17, 2014 and can be extended for new candidates to March 22, 2014 should incumbent Council Members choose not to file for re-election.

Fiscal Impact

The cost for consolidation of these elections is dependent upon how many other jurisdictions and items are included in the election. The candidates also have a cost for filing and printing which is paid to the County of Yolo. The City has no charges to candidates.

Public Contact

The Resolution is published in the newspaper as well as the normal Agenda noticing requirements. A Notice of Election will also be posted in the newspaper to provide notice to any citizens wishing to run for Council.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____ calling for a General Municipal Election for June 3, 2014 to fill two vacancies on the City Council, calling a Special Election to place five measures on the ballot, requesting the Yolo County Board of Supervisors to consolidate the Elections with the Statewide Primary, and directing the County Election's Official to provide services in relation to the Election

Prepared by: Ana Gonzalez
City Clerk

Paul Navazio, City Manager

Attachment: Resolution

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CALLING A
GENERAL MUNICIPAL ELECTION FOR THE ELECTION OF TWO COUNCIL
MEMBERS AND CALLING A SPECIAL ELECTION FOR THE PURPOSE OF
SUBMITTING A GENERAL TAX MEASURE TO CONTINUE A ONE QUARTER CENT
SALES TAX THAT WOULD EXPIRE IN EIGHT YEARS AND FOUR ADVISORY
MEASURES, SAID ELECTIONS TO BE HELD IN THE CITY OF WOODLAND ON JUNE
3, 2014, AND DIRECTING THE CONSOLIDATION OF THE ELECTIONS WITH THE
STATEWIDE PRIMARY ELECTION AND ALL OTHER ELECTIONS

WHEREAS, the City Council of the City of Woodland, by adoption of Ordinance 1299 on December 16, 1997, established that the City's regular municipal election would be consolidated with the Statewide primary election; and

WHEREAS, on October 6, 1997, Assembly Bill 1472 became law, adding Chapter 2.93 (commencing with Section 7286.52) to Part 1.7 of Division 2 of the Revenue and Taxation Code; and

WHEREAS, Assembly Bill 1472 authorizes the City of Woodland (hereinafter "the City"), subject to approval by a majority vote of the qualified voters of the City voting in an election on the issue, to continue to levy a transactions and use tax pursuant to the Transactions and Use Tax Law at a rate of 0.25%, not to exceed a total of 2.0% in any County, for general revenue purposes; and

WHEREAS, Section 2(b) of Article XIII C of the California Constitution, added by Proposition 218 effective November, 1996, requires that the measure proposing a general tax be submitted to the voters at an election consolidated with a regularly scheduled general election for members of the governing body of the local government; and

WHEREAS, pursuant to California Constitution Article XIII C, Section 2(b) and Elections Code section 10201, the City has determined to submit a proposition to enact an Ordinance re-authorizing a supplemental transactions and use tax to the voters at the City's next regular election; and

WHEREAS, pursuant to Elections Code section 9603, the City has determined to submit to the voters, concurrent with the proposed Ordinance re-authorizing a transactions and use tax in the City, four advisory measures concerning the City services, programs and facilities that could be funded by the transactions and use tax fund, if approved; and

WHEREAS, the City may request the Yolo County Board of Supervisors to direct the County Elections Official to render services to the City relating to the conduct of an election.

THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY RESOLVE
AS FOLLOWS:

Section 1. Calling of the General Municipal Election. Pursuant to the requirements of the laws of the State of California relating to municipal elections, there shall be, and there is hereby called and ordered held in the City of Woodland, County of Yolo, State of California, on June 3, 2014, a general municipal election of the qualified electors of the City of Woodland, for the purpose of electing two (2) members of the City Council for a full term of four (4) years each. The general municipal election shall be held and conducted as provided for by law for the holding of municipal elections in the City.

Section 2. Calling of the Special Election. Pursuant to the requirements of the laws of the State of California relating to municipal elections, including municipal elections consolidated with other elections, the City Council of the City of Woodland hereby calls and orders held a special municipal election to be held in the City of Woodland, County of Yolo, State of California, on June 3, 2014, for the purpose of placing on the ballot five ballot measures. Pursuant to Elections Code section 9222, a measure to enact an Ordinance continuing a transactions and use tax, and four advisory measures, shall be submitted to the voters at the City's next regular municipal election on June 3, 2014.

Section 3. Consolidation of the Election. The City Council hereby requests the Yolo County Board of Supervisors to consolidate the general municipal election and the special election on the proposition and the advisory measures with the Statewide election and all other elections to be held within the City on June 3, 2014.

Section 4. Election Related Services. Pursuant to Elections Code section 10002, the City requests and authorizes the Yolo County elections official to provide the services necessary to implement the election and to consolidate the election on the June 3, 2014 Election Ballot for the County of Yolo. Such services include the publication of notices calling the election and calling for ballot arguments, provision of precinct maps, provision of voter lists, obtaining and staffing polling places, hiring and training of precinct workers, provision and delivery of precinct supplies, provision of microfiche of voters and poll locations, if desired, counting of ballots and certification of the election, and all other aspects of elections not specified herein that may be agreed upon between the County Clerk and the City Clerk.

Section 5. Impartial Analysis. Pursuant to Elections Code section 9280, the City Elections Official shall transmit a copy of the measure to the City Attorney, who shall prepare an impartial analysis of the measure showing the effect of the measure on existing law and the operation of the measure.

Section 6. Arguments. The Yolo County Clerk shall fix the dates for submittal of arguments concerning the measure and rebuttal arguments. The City hereby adopts the provisions of Elections Code section 9285, regarding the acceptance of rebuttal arguments.

Section 7. Ballot Measures. Pursuant to Elections Code section 10403, the ballot forms shall have printed on them the following words with regard to the measures:

“MEASURE ____: Shall Ordinance No. _____, which would authorize the City of Woodland to continue to collect a one-quarter cent sales tax for general city services, for a period of eight years, and would not increase taxes, be adopted?

_____ YES _____ NO”

“MEASURE ____: Advisory Vote Only. Shall the City Council allocate 60% of the tax revenue collected from any sales tax measure re-authorized in the City of Woodland via the June 2014 ballot to expand and enhance youth and teen programs and facilities, including funding to support the re-opening of Hiddleson Pool, and reduction of fees charged for youth programs and use of city recreation facilities?

_____ YES _____ NO”

“MEASURE ____: Advisory Vote Only. Shall the City Council allocate 20% of the tax revenue collected from any sales tax measure re-authorized in the City of Woodland via the June 2014 ballot to the Woodland Public Library to enhance educational and youth literacy programs and expand hours of operation?

_____ YES _____ NO”

“MEASURE ____: Advisory Vote Only. Shall the City Council allocate 15% of the tax revenue collected from any sales tax measure re-authorized in the City of Woodland via the June 2014 ballot to enhance public safety through expanded crime prevention programs such as Neighborhood Watch and services supporting at-risk youth including gang intervention strategies?

_____ YES _____ NO”

“MEASURE ____: Advisory Vote Only. Shall the City Council allocate up to 5% of the tax revenue collected from any sales tax measure re-authorized in the City of Woodland via the June 2014 ballot to support a city water and sewer utility ratepayer assistance program for low-income residents?

_____ YES _____ NO”

A full and complete copy of Ordinance No. _____ is attached hereto as Exhibit 1 and incorporated herein.

Section 8. City's Reimbursement of Costs. The City of Woodland shall reimburse the County of Yolo for all costs and expenses incurred by the County in conducting said election upon presentation of a bill to the City.

Section 9. Forwarding of Resolution to the County. The City Clerk is authorized and directed to file a copy of this Resolution with the Board of Supervisors and the County Clerk upon its adoption by the City Council.

Section 10. Implementation Actions. The City Manager and the City Clerk, as authorized by the City Manager, are further authorized and directed to take such further actions and execute such documents as are necessary to cause the election to be conducted on behalf of the City of Woodland.

PASSED AND ADOPTED this 7th day of January, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Marlin H. Davies, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

EXHIBIT 1

[Copy of Ordinance No. ____]