

City of Woodland

300 First Street
Woodland, CA 95695

Meeting Agenda

City Council

Tuesday, July 19, 2016

6:00 PM

Council Chambers

**CITY COUNCIL
CLOSED SESSION
5:15 PM**

A. CALL TO ORDER

B. CLOSED SESSION

**B. 1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to
Government**

Code Section 54956.8

Property: APN 042-030-012

**Agency Negotiator: City Manager, Community Development Director, and City
Attorney**

Negotiating Parties: Tuleyome and Explorit

Under Negotiation: Price and Terms of Payment

**B. 2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Section
54956.9(d)(1))**

**BNK Construction, Inc. v. Woodland State Theatre, LLC, et al., Superior Court
of California, County of Yolo, Case No. CV16-873**

**B. 3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Section
54956.9(d)(1))**

**Olson v. City of Woodland, U.S. District Court, Eastern District of California,
Case No. 2:16-cv-01477-JAM-AC**

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY

JULY 19, 2016

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.

[16-630](#)

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](#)

F. MINUTES1. [16-626](#)

SUBJECT: Council Meeting Minutes

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meetings of June 7, 2016 and June 21, 2016.

Attachments: [06-07-16 DRAFT MINUTES FOR APPROVAL](#)
[06-21-16 DRAFT MINUTES FOR APPROVAL](#)

G. CONSENT CALENDAR2. [16-617](#)

SUBJECT: Community Services Department Quarterly Status Report for the period of April through June 2016

Recommendation for Action: Staff recommends that the City Council accept the Community Services Department's Quarterly Status Report.

Attachments: [4th Quarter 16](#)

3. [16-801](#)

SUBJECT: Woodland City Employees' Association MOU Agreement

Recommendation for Action

Staff recommends that the City Council Adopt Resolution No. _____, ratifying a three-year Memorandum of Understanding with the Woodland City Employees' Association, covering the period from July 1, 2016 through June 30, 2019.

Attachments: [WCEA MEMORANDUM OF UNDERSTANDING final](#)

4. [16-800](#) SUBJECT: Woodland Professional Firefighters Association MOU Agreement

Recommendation for Action: Staff recommends that the City Council Adopt Resolution No. _____, ratifying a three-year Memorandum of Understanding with the Woodland Professional Firefighters Association, covering the period from July 1, 2016 through June 30, 2019.

Attachments: [WPFA MEMORANDUM OF UNDERSTANDING final](#)

5. [16-606](#) SUBJECT: Approval of Resolution No. _____, a Resolution of the City Council of the City of Woodland, approving the Easement Acquisition Agreement between the City of Woodland and Ram n. Sah and B. Devi Sah

Recommendation for Action: Staff recommends that the City Council Approve Resolution No. _____, a Resolution of the City Council of the City of Woodland approving the easement acquisition agreement between the City of Woodland and Ram N. Sah and B. Devi Sah, Trustees of The Ram N. Sah and B Devi Sah Trust, dated April 14, 1993; approving the Agreement and authorizing the City Manager to sign the Agreement.

Attachments: [A - Resolution](#)

[B - The Agreement](#)

[C - Grant Deed](#)

6. [16-618](#) SUBJECT: Authorize the Purchase of Four FY 2016/2017 Public Works Trucks

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of four (4) FY 2016/2017 trucks for the Public Works Department through Elm Ford of Woodland in the amount of \$152,173.88.

Attachments: [Elm Ford F250 Quote](#)

[NAFG F250 Quote](#)

[Resolution](#)

7. [16-619](#) SUBJECT: Final Acceptance and Notice of Completion for Water Transmission Main West, CIP #12-05

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, accepting the Water Transmission Main West, CIP #12-05 construction project as completed and authorizing the City Clerk to file a Notice of Completion.

Attachments: [A - Resolution](#)

8. [16-635](#)

SUBJECT: Revised Job Descriptions - Assistant City Manager / Director of Community and Economic Development, Community Services Director

Recommendation for Action: Staff recommends that the City Council take the following actions:

1. Adopt the revisions to the job descriptions for:
 - a. Assistant City Manager/ Director of Community and Economic Development; and
 - b. Community Services Director; and
2. Approve salary ranges for specified job descriptions

Attachments: [Assistant CM Community Development Director job description](#)
[Community Services Director Final draft](#)

9. [16-616](#)

SUBJECT: Special Assessment Tax Roll Collections

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, Requesting Collection of Charges on the Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and Community Facilities Districts and described herein.

Attachments: [RESOLUTION - Special Assessment Collections](#)

10. [16-621](#)

SUBJECT: Annual Appropriations Limit

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the City of Woodland's Fiscal Year 2016/17 Appropriations Limit.

Attachments: [Resolution Approving FY2016/17 Appropriations Limit](#)
[FY2016-17 Appropriations Limit Calculation](#)
[State of California 2016 Price and Population Information](#)

H. PUBLIC HEARINGS

11. [16-633](#)

SUBJECT: PUBLIC HEARING - OPEN AND CONTINUE - Prudler Tentative Subdivision Map Project (PLNG 14-00090): A request to amend the General Plan and Spring Lake Specific Plan, rezone the project site, and approve a Tentative Subdivision Map (TSM #4856), Conditional Use Permit and Development Agreement to allow the development of 183 detached single-family units in two phases and a 1.46 acre park, on an approximately 38-acre site located at the northeast corner of East Street and Sports Park Drive/ County Road (CR) 24A in the City of Woodland

THIS ITEM WILL BE OPENED AND CONTINUED TO THE AUGUST 23, 2016 COUNCIL MEETING.

I. REPORTS OF THE CITY MANAGER

12. [16-625](#) SUBJECT: General Plan Update Progress Report

Recommendation for Action: Staff recommends that the City Council take the following actions:

1. Receive progress report #8 regarding the General Plan Update Project
2. Accept the Public Draft General Plan Update 2035 documents; and
3. Authorize a budget adjustment and grant the City Manager authority to amend the existing General Plan consultant contract with Dyett Bhatia up to an additional \$17,200 to provide funds to complete necessary traffic modeling and analysis.

13. [16-629](#) SUBJECT: MakerSpace - Community Learning Lab (Library Improvement Project, CIP 15-08; Approve Plans and Specifications and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, approving the plans and specifications and authorizing bid advertisement for the MakerSpace - Community Learning Lab Project (Library Improvement Project, CIP 15-08).

Attachments: [MakerSpace Resolution](#)

14. [16-620](#) SUBJECT: Water Rate Study Update

Recommendation for Action: Staff recommends that the City Council authorize the City Manager to award and execute a sole source contract with HDR Engineering, Inc. to prepare an update to the City's Water Rate Study

Attachments: [Reso for HDR contract 2017 Water Rate Study](#)

15. [16-624](#) SUBJECT: Solar Project - Authorization for City Manager to Execute the First Amendment to the Lease Agreement with Conaway Preservation Group and to Execute Easement Agreements with PG&E

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, which authorizes the City Manager to execute the First Amendment to the 2014 Lease Agreement between the City and Conaway Preservation Group and to execute Easement Agreements with PG&E for the Water Pollution Control Facility solar project.

Attachments: [Resolution - Solar project easements with PG&E and CPG Lease Amendment](#)

16. [16-627](#) SUBJECT: Ballot Argument - Half-Cent Sales Tax Extension (Measure F)

Recommendation for Action: Staff recommends that the City Council:

- 1) Designate a Council subcommittee to draft ballot argument for Measure F (half-cent sales tax extension); and
- 2) Authorize all Council Members to sign the ballot argument to be filed with the City Clerk no later than 5:00PM on August 12, 2016; and
- 3) Authorize one or more Council members to draft and file a rebuttal to any argument opposing Measure F, should one be filed with the City Clerk.

17. [16-610](#) SUBJECT: Designate Delegate for the Annual League of California Cities Conference

Recommendation for Action: Staff recommends that the City Council designate a voting delegate to represent the City at the Annual Conference of the League of California Cities to be held in Long Beach, October 5 - October 7, 2016.

Attachments: [Voting Delegate Attachment](#)

18. [16-628](#) SUBJECT: Next Steps for Filling Council Vacancy by Appointment

Recommendation for Action: Staff recommends that the City Council:

- 1) Receive an update on the Council vacancy and
- 2) Provide direction on "next steps" for filling the vacancy.

Attachments: [Davies Application](#)

[Dote Application](#)

[Glica-Hernandez Application](#)

[Ragsdale Application](#)

[Shewmaker Application](#)

[Vorhees Application](#)

19. [16-634](#) SUBJECT: Selection of Mayor Pro Tempore and Process for Mayor and Mayor Pro Tempore Selection and Rotation

Recommendation for Action: Staff recommends that the City Council:

- 1) Select a Mayor Pro Tempore from among the City Council members, and
- 2) Discuss the process for selecting a mayor and mayor pro tempore and rotation of office holders, and
- 3) If applicable, direct staff to return to Council with amendments to the relevant Municipal Code sections governing this topic.

J. **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 July 19, 2016 was posted on July 15, 2016 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.



City of Woodland

300 First Street
Woodland, CA 95695

Legislation Text

File #: 16-630, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

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

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.

Prepared by: Ana Gonzalez, City Clerk

A handwritten signature in black ink, appearing to read "Paul Navazio".

Paul Navazio, City Manager

Attachment

COUNCIL LONG RANGE CALENDAR

AUGUST 23RD

REGULAR MEETING

Minutes

City Council Minutes of July 5th and July 19th

Consent

Beamer Trunk Sewer Lining Project, CIP 16-11 – **16-595**

Public Hearing

Prudler

Regular Calendar

Authorization to Bid Library Maker Space – Learning Lab project

Voting Delegate for Annual League Conference – **16-610**

Update on Council Appointment Process

SEPTEMBER 6TH

REGULAR MEETING

FUTURE AGENDA ITEMS – DATE TO BE DETERMINED:

Approve Urban Flood Risk Referral (UFRR) Agreement with DWR

Update/Revision of Development Impact Fees

FUTURE STUDY SESSIONS (TBD):

Affordable Housing - Part II

General Plan Update



City of Woodland

300 First Street
Woodland, CA 95695

Legislation Text

1.

File #: 16-626, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 21, 2016

SUBJECT: Council Meeting Minutes

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meetings of June 7, 2016 and June 21, 2016.

Staff Contact

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

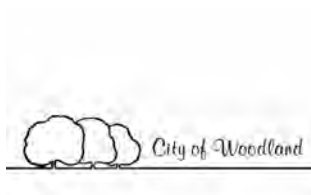
A handwritten signature in cursive script, reading "Paul Navazio".

Paul Navazio, City Manager

Attachments

City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Minutes - Draft

Tuesday, June 7, 2016

6:00 PM

Council Chambers

City Council

**CITY COUNCIL
STUDY SESSION
4:00PM**

A. CALL TO ORDER

ROLL CALL

Present: 4 - Council Member Jim Hilliard, Council Member Sean Denny,
Council Member Angel Barajas and Mayor Tom Stallard

Absent: 1 - Mayor Pro Tem William Marble

1. [16-538](#) **SUBJECT:** Workshop on Affordable Housing Issues

Recommendation for Action: Staff recommends that the City Council hold a workshop on the subject of affordable housing to inform and guide direction on steps needed to best achieve affordable housing policy goals.

Meeting went into Recess

Council Members held an Affordable Housing Study Session and agreed that a second study session should be held on the subject to narrow the issues.

**CITY COUNCIL
CLOSED SESSION
5:30PM OR UPON CONCLUSION OF STUDY SESSION**

A. CALL TO ORDER

B. CLOSED SESSION

B.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code § 54956.8)

Properties: Yolo County Assessor's Parcel Numbers 027-340-023

Agency Negotiators: City Manager, Community Development

Director,

City Engineer, City Attorney, City's Right-of-Way Agent Bender

Rosenthal, Inc., and City's Project Manager

Negotiating Parties: T&J Rental Investments LLC

Under Negotiation: Price and terms of payment

**B.2 CONFERENCE WITH LABOR NEGOTIATORS, Pursuant to
Government Code**

Section 54957

**Agency Designated Representatives: Paul Navazio and Sheila
McShane**

**Employee Organization(s): Professional Firefighters' Association
(WPFA)
and Woodland City Employees' Association (WCEA)**

Meeting Reconvened

**JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY
JUNE 7, 2016
6:00 P.M.**

A. CALL TO ORDER

B. ROLL CALL

**Present: 5 - Council Member Barajas, Council Member Denny, Council
Member Hilliard, Mayor Pro Tem Marble and Mayor Stallard**

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Woodland resident David Gould.

D. COMMUNICATIONS-PUBLIC COMMENT

**Former Mayor Skip Davies spoke on behalf of the Recreation Foundation and
event on October 8th.**

**Roy Murray addressed the issue of speed limit enforcement on the south end
of Ashley.**

E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Verbal updates provide by Council Members/Staff.

[16-544](#)

SUBJECT: Long Range Calendar

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

F. COMMITTEE REPORTS

[16-525](#)

SUBJECT: Historic Preservation Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the minutes of the Historic Preservation Commission meetings of August 19, 2015, October 21, 2015, November 18, 2015, December 16, 2015, January 20, 2016 and March 16, 2016.

Received Historic Preservation Commission Meeting Minutes of August 19, 2015, October 21, 2015, November 18, 2015, December 16, 2015, January 20, 2015 and March 16, 2016.

[16-530](#)

SUBJECT: Planning Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the minutes of the following Planning Commission meetings of February 18, 2016, March 3, 2016 and March 17, 2016.

Received Planning Commission Meeting Minutes of February 18, 2016, March 3, 2016 and March 17, 2016.

G. MINUTES

1. [16-545](#)

SUBJECT: Council Meeting Minutes

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meetings of May 3, 2016 and May 17, 2016.

Council Member Sean Denny made a correction to the May 17, 2016 Council Meeting Minutes. A motion was made at that meeting to extend the meeting and it was a 3-2 vote. Council Member Denny was one of the two members not in favor of extending the meeting. Minutes will be corrected to reflect this action.

H. PRESENTATIONS

2. [16-451](#)

SUBJECT: Proclamation Celebrating the Woodland Senior Center Computer Club's 25th Year

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation recognizing 25 years of service from the Woodland Senior Center Computer Club.

Council Member Angel Barajas presented the Proclamation Celebrating the Woodland Senior Center Computer Club's 25th Year to members of the Computer Club.

I. CONSENT CALENDAR

3. [16-553](#)

SUBJECT: Appointment of Library Board Member

Recommendation for Action: Staff recommends that the City Council

consider and appoint a member to the Library Board as recommended by the Council Sub-Committee.

Approved the appointment of Ellen Burriss to the Library Board.

4. [16-519](#)

SUBJECT: Approve the Purchase and Installation of Precast Restrooms for City, Campbell and Everman Parks

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute a contract with Public Restroom Company for the purchase of three precast restrooms for City, Campbell and Everman Parks utilizing BuyBoard Purchasing Cooperative not to exceed \$358,901.

Adopted Resolution No. 6640, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH PUBLIC RESTROOM COMPANY UTILIZING BUYBOARD PURCHASING COOPERATIVE PRICING IN THE AMOUNT NOT TO EXCEED \$358,901.

5. [16-521](#)

SUBJECT: Update to Manufactured Home Fair Practices Commission Fees for Net Operating Income and Fair Return Applications

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, (1) rescinding City Council Resolutions 4342 (dated April 2, 2002) and 4429 (dated April 15, 2003) and (2) establishing Manufactured Home Fair Practices Commission Net Operating Income and Fair Return applications on a time and materials basis with minimum initial deposits of \$10,000 (Net Operating Income) and Fair Return (\$16,000).

Adopted Resolution No. 6641, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND RESCINDING RESOLUTIONS NO. 4343 AND 4429 FOR NET OPERATING AND FAIR RETURN APPLICATIONS OF THE MANUFACTURED HOME FAIR PRACTICES COMMISSION AND INSTEAD CHARGING FEES BASED ON A TIME AND MATERIALS BASIS TO MORE ACCURATELY REFLECT ACTUAL COSTS.

6. [16-522](#)

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

Recommendation for Action: Staff recommends that the City Council approve and adopt:

- 1) Resolution No. _____, to Initiate Proceedings for the Annual Levy and Collection of Assessments;
- 2) Resolution No. _____, to Preliminarily Approve the Engineer's Annual Levy Report and the Levy and Collection of Annual Assessments;
- 3) Resolution No. _____, Declaring Intention to Conduct a Public Hearing on June 21, 2016 for the Spring Lake Lighting & Landscaping

Districts;

- 4) Resolution No. _____, to Initiate Proceedings for the Annual Levy and Collection of Assessments;
- 5) Resolution No. _____, to Preliminarily Approve the Engineer's Annual Levy Report and the Levy and Collection of Annual Assessments; and
- 6) Resolution No. _____, Declaring Intention to Conduct a Public Hearing on June 21, 2016 for the Gateway Lighting & Landscaping Districts.

Adopted Resolution No. 6642, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND INITIATING PROCEEDINGS FOR THE CITY OF WOODLAND GATEWAY LANDSCAPING AND LIGHTING DISTRICT, AND THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2016/2017 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972; Resolution No. 6643, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND PRELIMINARY APPROVING THE CITY OF WOODLAND GATEWAY LANDSCAPING AND LIGHTING DISTRICT ENGINEER'S REPORT, AND THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2016/2017; Resolution No. 6644, 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 GATEWAY LANDSCAPING AND LIGHTING DISTRICT, FISCAL YEAR 2016/2017 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972; Resolution No. 6645, 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 2016/2017 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972; Resolution No. 6646, 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 2016/2017 and Resolution No. 6647, 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 2016/2017 PURSUANT TO THE PROVISIONS OF THE LANDSCAPING AND LIGHTING ACT OF 1972.

7. [16-532](#)

SUBJECT: Approval of Emergency Solutions Grant Application for Fourth & Hope's Emergency Shelter Services Program

Recommendation for Action: Staff recommends that the City Council take the following actions:

1. Approve the submittal of a 2016 Emergency Solutions Grant application by Fourth and Hope for its Emergency Shelter Services Program; and
2. Direct the City Manager to sign a Certification of Local Approval for the grant application.

**Approved Emergency Solutions Grant Application for Fourth & Hope's
Emergency Shelter Services Program.**

8. [16-540](#)

SUBJECT: Product Durability Letter

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, supporting the Product Durability letter written on behalf of the Sustainability Committee and supporting letter be sent to local newspapers on behalf of the committee and the City Council.

**Adopted Resolution No. 6648, A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WOODLAND IN SUPPORT OF PRODUCT DURABILITY.**

Council Member Hilliard was opposed to this item.

**AYES: 4 - Council Member Barajas, Council Member Denny, Council Member
Marble and Mayor Stallard**

NOES: 1 - Council Member Hilliard

9. [16-542](#)

SUBJECT: State Theatre - Disposition and Development Agreement
Amendment

Recommendation for action: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute the attached Amendment to the Disposition and Development Agreement with Woodland State Theatre, LLC.

**Approved Resolution No. 6649, RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WOODLAND APPROVING AND AUTHORIZING THE CITY MANAGER
TO EXECUTE AN AMENDMENT NO. 2 TO DISPOSITION AND DEVELOPMENT
AGREEMENT WITH WOODLAND STATE THEATRE, LLC.**

10. [16-556](#)

SUBJECT: Waste Management Delinquent Garbage/Refuse
Accounts - Call for a Public Hearing

Recommendation for Action: Staff recommends that the City Council set a Public Hearing for July 5, 2016 to hear and approve the list of Delinquent Refuse Accounts and direct the Tax Collector of Yolo County to assess liens against real property to collect delinquent payments.

**Approved Public Hearing for July 5, 2016 to hear and approve the list of
delinquent refuse accounts and direct the Tax Collector of Yolo County to
assess liens against real property to collect delinquent payments.**

11. [16-520](#)

SUBJECT: Treasurer's Investment Report Quarter Ending March
31, 2016

Recommendation for Action: Staff recommends that City Council accept the quarterly Treasurer's Investment Report for the quarter

ended March 31, 2016.

Accepted the quarterly Treasurer's Investment Report for the quarter ending March 31, 2016.

12. [16-537](#)

SUBJECT: Approve Installment Sale Agreement and Grant Water Recycling Construction Financing for the Industrial Park Recycled Water Project (CIP #15-10)

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to sign the Clean Water State Revolving Fund, Proposition 1 Water Recycling, California State Water Resources Control Board (SWRCB) Installment Sale Agreement and Grant Water Recycling Construction Financing - Clean Water State Revolving Fund Project No. C-06-8075-110, Agreement No. D15-01031.

Adopted Resolution No. 6650, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE INSTALLMENT SALE AGREEMENT AND GRANT – RECYCLED WATER CONSTRUCTION FINANCING FOR THE INDUSTRIAL PARK RECYCLED WATER PROJECT CIP #15-10.

13. [16-527](#)

SUBJECT: ASR Wells #29 and #30 Well Equipping and Building, CIP# 15-02 Approve Plans and Specifications and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving plans & specifications and authorizing bid advertisement for CIP 15-02, New ASR Wells #29 and #30 Well Equipping and Building.

Adopted Resolution No. 6651, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE NEW ASR WELLS #29 AND #30 WELL EQUIPPING AND BUILDING PROJECT, CIP #15-02.

14. [16-546](#)

SUBJECT: Approve Changes to the Utility Assistance Program

Recommendation for Action: Staff recommends that the City Council modify the Utility Assistance Program to decrease discount to \$60/month for up to six (6) months in a rolling 12-month period.

Approved approved changes to the Utility Assistance Program modifying the Utility Assistance Program to decrease discount to \$60 per month for up to six (6) months in a rolling 12-month period.

Council Member Jim Hilliard stated that he was opposed to Item No. 8, Produce Durability Letter on the Consent Calendar.

On a motion by Council Member Barajas, seconded by Council Member Denny and carried unanimously for Consent Calendar Item No. 3 through 14 minus Item No. 8.

Ayes: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Council Member Marble and Mayor Stallard

On a motion by Council Member Barajas, seconded by Council Member Denny and carried on a 4-1 vote, Consent Calendar Item No. 8 was approved.

Ayes: 4 - Council Member Barajas, Council Member Denny, Council Member Marble and Mayor Stallard

Noes: 1 - Council Member Hilliard

J. PUBLIC HEARINGS

15. [16-526](#) **SUBJECT: PUBLIC HEARING - 2015 Urban Water Management Plan**

Recommendation for Action: Staff recommends that the City Council conduct a public hearing and adopt Resolution No. _____, approving the 2015 Urban Water Management Plan.

On a motion by Mayor Pro Tem Marble, seconded by Council Member Denny and carried unanimously, Council Members adopted Resolution No. 6652, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ADOPT THE URBAN WATER MANAGEMENT PLAN, CIP #14-09.

AYES: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Council Member Marble and Mayor Stallard

20. [16-554](#) **SUBJECT: Measure E Renewal**

Recommendation for Action: Staff recommends that the City Council:

1) Introduce Ordinance No. _____, re-authorizing and extending the City of Woodland's half-cent sales tax for general city services, programs and facilities for a period of twelve years, subject to approval by the voters at the November 8, 2016 municipal election; and

2) Provide comment on draft ballot language; and

3) Direct staff to return to Council with resolution calling for the consolidation of the election, and placing a single measure on the November 8, 2016 ballot.

On a motion by Council Member Hilliard, seconded by Council Member Denny and carried unanimously, Council Members Introduced first reading of an ordinance re-authorizing and extending the City of Woodland's half-cent sales tax for general city services, programs and facilities for a period of twelve years, subject to approval by the voters at the November 8, 2016 municipal election; and provided comments on draft ballot language; and directed staff to return to Council with resolution calling for the consolidation of the election, and placing a single measure on the November 8, 2016 ballot.

16. [16-502](#) **SUBJECT: PUBLIC HEARING - Adopt a resolution increasing solar**

photovoltaic permit fees to reflect actual costs incurred by the City Building Division performing inspections and plan reviews

Recommendation for Action: Staff recommends that the City Council hold a Public Hearing and adopt Resolution No. _____, establishing solar photovoltaic permit fees to reflect actual costs incurred by the City Building Division performing inspections and plan reviews.

Christine Shewmaker spoke regarding this item.

On a motion by Council Member Denny, seconded by Council Member Hilliard and carried unanimously, Council Members adopted Resolution No. 6653, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND INCREASING THE BUILDING PERMIT SOLAR FEE.

AYES: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Council Member Marble and Mayor Stallard

MAYOR PRO TEM MARBLE EXCUSED HIMSELF FROM THE REMAINDER OF THE COUNCIL MEETING DUE TO A PREVIOUS ENGAGEMENT.

17. [16-543](#)

SUBJECT: PUBLIC HEARING - Renewal of the 2016-2017 Annual Assessment for the Woodland Visitor Attraction District (BID)

Recommendation for Action: Staff recommends that the City Council:

1. Hold a Public Hearing to receive comments concerning the renewal of the 2016-2017 Annual Assessment for the Woodland Visitor Attraction District (BID); and
2. Adopt Resolution No. _____, confirming the 2016-2017 Annual Assessment Report; and
3. Adopt Resolution No. _____, authorizing the City Manager to sign the Administrative Agreement with Yolo County Visitors Bureau and retain a Marketing and Promotions Coordinator to implement the Woodland Visitor Attraction District.

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried unanimously, Council Members held a public hearing to receive comments concerning the renewal of the 2016-2017 Annual Assessment for the Woodland Visitor Attraction District (BID); adopted Resolution No. 6654, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CONFIRMING THE ASSESSMENT REPORT AND APPROVING THE LEVY OF AN ASSESSMENT FOR THE VISITOR ATTRACTION DISTRICT FOR FISCAL YEAR 2016-2017 PURSUANT TO THE PARKING AND BUSINESS IMPROVEMENT AREA LAW OF 1989 and revisions to Resolution No. 6655, RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ADMINISTRATIVE AGREEMENT WITH YOLO COUNTY VISITORS BUREAU FOR FISCAL YEAR 2016-2017.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 1 - Mayor Pro Tem Marble

18. [16-550](#) SUBJECT: Digital Freeway Sign at 530 Quality Circle - Conditional Use Permit, Site Plan and Design Review, and Operating Agreement. The project includes a request by applicant Scott Vanderbeek, for approval of a Conditional Use Permit, Site Plan and Design Review application, and approval of an Operating Agreement between the applicant and the City of Woodland to allow for a 45-foot tall digital freeway sign along the southern property line of 530 Quality Circle, just north of the Interstate 5 freeway corridor and just west of the new Woodland Motors Dealership within the Industrial, Entryway Overlay Zone (I/EOZ).

Recommendation for Action: Staff recommends that the City Council:

- 1) Conduct the public hearing;
- 2) Take action to approve the Conditional Use Permit, Site Plan and Design Review application for the 530 Quality Circle sign based on preferred design, location and terms of operation and overall community benefit, including all proposed operating deal points and provide any additional recommendations from the City Council to be negotiated by staff for inclusion in the Operating Agreement;
- 3) Take action to direct staff to prepare the final approval documents (Resolutions and Operating Agreement) for the digital sign application at 530 Quality Circle; and
- 4) Continue the item to June 21, 2016, the next regularly scheduled meeting of the City Council, to take final action to adopt the prepared Resolutions and approve the Operating Agreement for the digital freeway sign application at 530 Quality Circle.

Item 18 and 19 were taken-up at the same time.

19. [16-548](#) SUBJECT: Digital Freeway Sign at 2140 Freeway Drive - Conditional Use Permit, Site Plan and Design Review, and Operating Agreement. The project includes a request by applicant, P.C. Dixon I, LLC and Pacific Horizon Group, LLC, for approval of a Conditional Use Permit, Site Plan and Design Review application, and approval of an Operating Agreement between the applicant and the City of Woodland to allow for a 65-foot tall digital freeway sign at the southeast corner of 2140 Freeway Drive adjacent to (north of) Interstate 5, within the Commercial Highway, Entryway Overlay Zone (C-H/ EOZ)

Recommendation for Action: Staff recommends that the City Council:

- 1) Conduct the public hearing; and
- 2) Direct staff to prepare the Resolution for Denial for the 2140 Freeway Drive digital sign application; and
- 3) Continue the item to June 21, 2016, the next regularly scheduled meeting of the City Council, to take final action to adopt the resolution for denial.

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried on a 3 to 1 vote, Council Members approved the Digital Freeway Sign at 530 Quality Circle and directed staff to prepare the appropriate resolutions for approval and operating agreement and resolution for denial.

AYES: 3 - Council Member Barajas, Council Member Hilliard and Mayor Stallard

NOES: 1 - Council Member Denny

ABSENT: 1 - Mayor Pro Tem Marble

K. REPORTS OF THE CITY MANAGER

21. [16-557](#) SUBJECT: Process for Filling Council Vacancy by Appointment

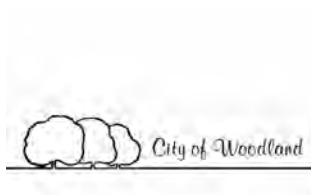
Recommendation for Action: Staff recommends that the City Council receive an informational report and provide direction on initiating the process for filling the pending City Council vacancy through an appointment.

Council Members gave direction to staff to begin the recruitment process for Bill Marble's vacancy effective July 4, 2016 with the understanding that there be some flexibility on the next steps of the process depending on the number of applications received.

L. ADJOURNED at 7:58 PM

City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Minutes - Draft

Tuesday, June 21, 2016

6:00 PM

Council Chambers

City Council

**CITY COUNCIL
CLOSED SESSION
5:00PM**

A. CALL TO ORDER

B. CLOSED SESSION

B.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code § 54956.8)

Properties: Yolo County Assessor's Parcel Numbers 027-340-030, 027-340-011, 027-340-020, 005-750-003, 005-692-002, 005-750-001, 027-340-023, 027-340-099, 005-680-099

Agency Negotiators: City Manager, Community Development Director, City Engineer, City Attorney, and City's Project Manager

Negotiating Parties: Pioneer Self Storage, Syar, Bunge Milling, Elizabeth J. Crum & Elizabeth J Crum Revocable Trust, Mark Milton, T&J Rental Investments LLC, Union Pacific Railroad (UPRR)

Under Negotiation: Price and terms of payment

B.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code § 54956.9(d)(1))

1. City of Woodland v. Mark D. Milton, et al., Yolo County Superior Court Case No. ED 16-557

2. City of Woodland v. Elizabeth J. Crum, et al., Yolo County Superior Court Case No. ED 16-558

B.3 CONFERENCE WITH LABOR NEGOTIATORS, Pursuant to Government

Code Section 54957

Agency Designated Representatives: Paul Navazio and Sheila McShane

Employee Organization(s): Professional Firefighters' Association (WPFA) and Woodland City Employees' Association (WCEA)

B.4 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code § 54956.8)

Properties: Yolo County Assessor's Parcel Numbers 066-270-055

Agency Negotiators: City Manager, Community Development Director, City Engineer, City Attorney

Negotiating Parties: Woodland Joint Unified School District

Under Negotiation: Price and terms of payment

**JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY
JUNE 21, 2016
6:00 P.M.**

A. CALL TO ORDER

B. ROLL CALL

Present: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Mayor Pro Tem Marble and Mayor Stallard

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Candido Ramirez.

D. COMMUNICATIONS-PUBLIC COMMENT

Patricia Ann Morgan spoke regarding the closure of the restrooms at Freeman Park.

E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Council Members/Staff.

[16-581](#)

SUBJECT: Long Range Calendar

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

F. COMMITTEE REPORTS

[16-541](#)

SUBJECT: Parks & Recreation Commission Meeting Minutes for April 25, 2016

Recommendation for Action: Staff recommends that the City Council receive the April 25, 2016 Parks & Recreation Commission Minutes that were approved on May 23, 2016.

Received the Parks & Recreation Commission Meeting Minutes of April 25, 2016.

G. PRESENTATIONS

1. [16-586](#)

SUBJECT: Woodland Opera House Theatre and Dance Annex Proclamation

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation honoring the Woodland Opera House new

Theatre and Dance Annex (TADA Studio).

Council Member Hilliard presented the Woodland Opera House Theatre and Dance Annex Proclamation to Director Angela Baltezore.

Council Members presented departing Mayor Pro Tem Marble with a Certificate of Appreciation.

On a motion by Council Member Denny, seconded by Council Member Barajas and carried unanimously, Council Members approved the two presentations.

AYES: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Mayor Pro Tem Marble and Mayor Stallard

H. CONSENT CALENDAR

Mayor Pro Tem Marble indicated he would be voting on the non controversial resolution on the Consent Calendar and then leaving due to his other responsibilities.

Item No. 9 was removed from the Consent Calendar.

2. [16-551](#) SUBJECT: 2016 4th of July Sponsors, Volunteers, and Listing of Events

Recommendation for Action: Staff recommends that the City Council receive a report on the 4th of July sponsors, volunteers and listing of events.

Received a report on the 4th of July sponsors, volunteers and listing of events.

3. [16-552](#) SUBJECT: Public Works Quarterly Status Report for the period of March through May 2016

Recommendation for Action: Staff recommends that the City Council accept the Public Works Department's Quarterly Status Report

Accepted the Public Works Department's Quarterly Status Report.

4. [16-573](#) SUBJECT: General Plan Update Progress Report

Recommendation for Action: Staff recommends that the City Council receive progress report #7 regarding the General Plan Update Project.

Received progress report #7 regarding the General Plan Update Project.

5. [16-582](#) SUBJECT: Conflict of Interest Code Amendments

Recommendation for Action: Staff recommends that the City Council direct the City Clerk to review the City's Conflict of Interests Code and report to Council should changes to the adopted Code be necessary.

Directed City Clerk to review the City's Conflict of Interests Code and report to

Council should changes to the adopted Code be necessary.

6. [16-583](#)

SUBJECT: Second Reading - Adopt Ordinance No. 1599 -
Extending half-cent Sales Tax

Recommendation for Action: Staff recommends that the City Council adopt Ordinance No. 1599, amending Section 23-73 of Article V of Chapter 23 of the Woodland Municipal Code to extend the 1/2% Transactions and Use Tax for General Purposes, which shall continue to be administered by the State Board of Equalization.

Adopted Ordinance No. 1599, amending Section 23-73 of Article V of Chapter 23 of the Woodland Municipal Code to extend the 1/2% Transactions and Use Tax for General Purposes, which shall continue to be administered by the State Board of Equalization.

7. [16-549](#)

SUBJECT: Authorize Award of a Three Year Contract to Dominguez Landscape, Inc. for Citywide Landscape Maintenance

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute a three year contract with Dominguez Landscape, Inc. for citywide landscape maintenance services.

Adopted Resolution No. 6656, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A THREE YEAR CONTRACT WITH DOMINGUEZ LANDSCAPE, INC FOR CITYWIDE LANDSCAPE MAINTENANCE SERVICES.

8. [16-555](#)

SUBJECT: Spring Lake N3 Park Project, CIP 15-05; Approve Plans and Specifications and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council:

1. Approve Resolution No. _____, approving the plans and specifications, authorizing bid advertisement; and
2. Authorize the City Manager to execute the construction contract to the lowest, responsive, responsible bidder at an amount not to exceed \$2,480,000, plus a contingency in the amount of \$158,000 for the Spring Lake N3 Park Project, CIP 15-05; and
3. Approve a consultant services agreement for construction management and inspection services with Associated Engineering Consultants, Inc., in the amount of \$217,640 for the Project and authorize the City Engineer to execute the agreement and amendments as necessary up to 10% of the agreement amount.

Adopted Resolution No. 6657, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS FOR THE SPRING LAKE N3 PARK PROJECT, AUTHORIZING BID ADVERTISEMENT, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOLLOWING BID OPENING TO THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER PROVIDED THE CONTRACT AMOUNT DOES NOT EXCEED \$2,480,000 AND APPROVING CONSULTANT AGREEMENT FOR

**CONSTRUCTION MANAGEMENT FOR THE SPRING LAKE N3 PARK PROJECT,
CIP 15-05.**

9. [16-558](#) SUBJECT: Approve Construction Contract with R.J. Gordon Construction, Inc. for Well #24 and Well #26 Water Main Project, CIP #16-09

Recommendation for Action: Staff recommends that the City Council:

- (1) Adopt Resolution No. _____, approving construction contract with R.J. Gordon Construction, Inc. for an amount not to exceed \$1,183,235 with a ten percent (10%) contingency; and
- (2) Approve additional \$47,602 Contingency for the Consultant Services Agreement with Hatch Mott McDonald; and
- (3) Approve CM and Inspection Services Contract with Psomas for an amount not to exceed \$100,000; and
- (4) Reallocate \$460,000 from CIP 11-14 to CIP 16-09; and
- (5) approve a new appropriation in FY 16/17 for \$1,000,000 from the water enterprise fund.

THIS ITEM WAS PULLED FROM THE CONSENT CALENDAR.

10. [16-584](#) SUBJECT: Authorize City Manager to Execute Agreements with, and Payment to, the Railroad for the Kentucky Widening Improvement Project, CIP 04-07

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute agreements with Genesee & Wyoming (California Northern Railroad) and Union Pacific Railroad for rail crossing improvements and wire and water line crossings associated with the Kentucky Avenue Widening and Complete Streets Improvements Project, CIP 04-07, in an amount not to exceed \$1,531,000.

Adopted Resolution No. 6658, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH UNION PACIFIC RAILROAD AND GENESEE & WYOMING FOR CROSSING IMPROVEMENTS AND WIRELINE AND WATERLINE CROSSINGS ASSOCIATED WITH THE KENTUCKY AVENUE WIDENING AND COMPLETE STREETS PROJECT, CIP 04-07.

11. [16-572](#) SUBJECT: Resolution Approving Memorandum of Understanding with the County of Yolo Regarding the Westucky Utility Connection Project

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a Memorandum of Understanding with the County of Yolo regarding the Westucky Utility Connection Project and authorizing City staff to take steps necessary to implement the project.

Adopted Resolution No. 6659, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF YOLO AND THE CITY OF WOODLAND REGARDING THE WESTUCKY UTILITY CONNECTION PROJECT AND AUTHORIZING CITY STAFF TO TAKE ALL STEPS NECESSARY TO ASSIST THE COUNTY IN COMPLETING THE PROJECT.

12. [16-571](#)

SUBJECT: Approval of New Purchase Price Limits for First Time Homebuyer Loan Assistance Program

Recommendation for Action: Staff recommends that the City Council approve a new purchase price limit of \$332,000 for new and resale homes purchased with HOME, CalHome, and BEGIN loan funds through the City of Woodland's First Time Homebuyer Loan Assistance Program.

Approved a new purchase price limit of \$332,000 for new and resale homes purchased with HOME, CalHome, and BEGIN loan funds through the City of Woodland's First Time Homebuyer Loan Assistance Program.

On a motion by Council Member Denny, seconded by Council Member Barajas and carried unanimously, Council Members approved Consent Calendar Items No. 1 through 12 minus Item No. 9 which was pulled.

AYES: 5 - Council Member Barajas, Council Member Denny, Council Member Hilliard, Mayor Pro Tem Marble and Mayor Stallard.

I. PUBLIC HEARINGS

13. [16-565](#)

SUBJECT: PUBLIC HEARING - Adopt Resolution to Rescind the Stage Two, Water Warning and Stage One, Water Alert of the City's Water Shortage Contingency Plan and Call for an Ongoing Voluntary Reduction in Water Use and Limitation of Outdoor Irrigation

Recommendation for Action: Staff recommends that the City Council:

(1) Adopt Resolution No. _____, rescinding the Stage Two, Water Warning and Stage 1, Water Alert of the City's Water Shortage Contingency Plan, and

(2) Encourage continued community-wide conservation by calling for a voluntary water-use reduction of ten percent and a voluntary restriction of outdoor irrigation to three days per week between the hours of 6 p.m. and 10 a.m. with the exception of drip irrigation.

Christine Shewmaker spoke regarding this item. Christine recommended changes to the Resolution before adoption.

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried on a 4-0 vote, Council Members adopted Resolution No. 6660, A

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
RESCINDING THE STAGE TWO, WATER WARNING AND STAGE ONE, WATER
ALERT OF THE CITY'S WATER SHORTAGE CONTINGENCY PLAN AND
CALLING FOR ONGOING VOLUNTARY CONSERVATION MEASURES with
changes as suggested by Christine Shewmaker.**

**AYES: 4 - Council Member Barajas, Council Member Denny, Council Member
Hilliard and Mayor Stallard**

ABSENT: 0 - Mayor Pro Tem Marble

14. [16-574](#)

**SUBJECT: PUBLIC HEARING - Approve the 2016/17 Community
Development Block Grant Annual Action Plan**

Recommendation for Action: Staff recommends that the City Council
take the following actions:

1. Hold a public hearing to receive community input on the Fiscal
Year (FY) 2016/17 Community Development Block Grant (CDBG)
Action Plan (Attachment A); and
2. Adopt a Resolution No. _____ to approve the Fiscal Year FY
2016/17 CDBG Action Plan with the funding allocations as
recommended by the CDBG Review Panel and staff (Attachment C);
and
3. Direct staff to complete the FY 2016/17 Action Plan, as well as any
other related documents required by the U.S. Department of Housing
and Urban Development (HUD), incorporating the adopted funding
allocations along with any public input received during the public
comment period; and
4. Direct staff to forward the completed FY 2016/17 Action Plan once
completed; and
5. Authorize the City Manager to execute any agreements, contracts
or related/required documents with the appropriate entities to carry out
the CDBG funded activities; and
6. Authorize the Finance Officer to make the budget allocations as
specified.

These Actions are consistent with the 2015-2019 CDBG Consolidated
Plan goals to reduce slum and blight conditions and assisting low and
moderate income people.

**On a motion by Council Member Hilliard, seconded by Council Member Denny
and carried on a 4-0 vote, Council Members adopted Resolution No. 6661,
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO HOLD
A PUBLIC HEARING TO RECEIVE COMMUNITY INPUT ON THE FISCAL YEAR
2016/17 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ACTION PLAN
AND APPROVE THE ACTION PLAN.**

**AYES: 4 - Council Member Barajas, Council Member Denny, Council Member
Hilliard and Mayor Stallard**

ABSENT: 0 - Mayor Pro Tem Marble

15. [16-576](#)

SUBJECT: PUBLIC HEARING - Prudler Tentative Subdivision Map

Project (PLNG 14-00090): A request to amend the General Plan and Spring Lake Specific Plan, rezone the project site, and approve a Tentative Subdivision Map (TSM #4856), Conditional Use Permit and Development Agreement to allow the development of 183 detached single-family units in two phases and a 1.46 acre park, on an approximately 38-acre site located at the northeast corner of East Street and Sports Park Drive/ County Road (CR) 24A in the City of Woodland

Recommendation for Action: Staff recommends that the City Council:

1. Adopt Resolution No. _____, certifying the Environmental Impact Report (EIR), adopting Findings of Fact, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program (MMRP); and
2. Adopt Resolution No. _____, amending the General Plan Land Use Diagram from General Commercial (GC) to Low Density Residential (LDR), 3-8 dwelling units/acre and amending the Circulation Element to reduce the segment of East Street, located south of the County Fair Mall to CR 24A, from four lanes to two lanes; and
3. Adopt Resolution No. _____, amending the Spring Lake Specific Plan (SLSP) East Street cross-section; and
4. Introduce Ordinance No. _____, Rezoning from General Commercial (C-2) to Single Family Planned Development (R-1) and adoption of Planned Development Standards (PD); and
5. Adopt Resolution No. _____, approving Tentative Subdivision Map # 4856 to subdivide the 38-acre site into 183 residential lots and a 1.46 acre park site and approving a Conditional Use Permit for development criteria within the Planned Development Zone; and
6. Introduce Ordinance No. _____, approving a Development Agreement.

THIS ITEM WAS OPENED AND CONTINUED TO THE JULY 5, 2016 COUNCIL MEETING.

16. [16-508](#)

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 2016/2017 annual levy report and order the levy and collection of the assessment within the Gibson Ranch Lighting and Landscaping District.

On a motion by Council Member Hilliard, seconded by Council Member Denny and carried on a 4-0 vote, Council Members adopted Resolution No. 6662, 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 2016/2017.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

17. [16-509](#)

SUBJECT: PUBLIC HEARING - North Park Lighting and Landscaping District

Recommendation for Action: Staff recommends that the City Council conduct a public hearing and adopt Resolution No. _____, to approve the fiscal year 2016/2017 annual levy report and order the levy and collection of the assessment within the North Park Lighting and Landscaping District.

On a motion by Council Member Denny, seconded by Council Member Hilliard and carried on a 4-0 vote, Council Members adopted Resolution No. 6663, 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 2016/2017.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

18. [16-511](#)

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 2016/2017 annual levy report and order the levy and collection of the assessment within the Streng Pond Landscape Maintenance District.

On a motion by Council Member Hilliard, seconded by Council Member Denny and carried on a 4-0 vote, Council Members adopted Resolution No. 6664, 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 2016/2017.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

19. [16-510](#)

SUBJECT: PUBLIC HEARING - West Wood Lighting and Landscaping District

Recommendation for Action: Staff recommends that the City Council

conduct a public hearing and adopt Resolution No. _____, to approve the fiscal year 2016/2017 annual levy report and order the levy and collection of the assessment within the West Wood Lighting and Landscaping District.

On a motion by Council Member Hilliard, seconded by Council Member Denny and carried on a 4-0 vote, Council Members adopted Resolution No. 6665, 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 2016/2017.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

20. [16-569](#)

SUBJECT: PUBLIC HEARING: Gateway Landscaping & Lighting District

Recommendation for Action: Staff recommends that the City Council conduct a public hearing and adopt Resolution No. _____, approving the fiscal year 2016/2017 annual levy report and Resolution No. _____, ordering the levy and collection of the assessment within the Gateway Lighting and Landscaping District.

On a motion by Council Member Denny, seconded by Council Member Hilliard and carried on a 4-0 vote, Council Members adopted Resolution No. 6666, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE FISCAL YEAR 2016/2017 ENGINEER'S REPORT REGARDING THE GATEWAY LANDSCAPING AND LIGHTING DISTRICT and Resolution No. 6667, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS REGARDING THE GATEWAY LANDSCAPING AND LIGHTING DISTRICT FOR FISCAL YEAR 2016/2017.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

21. [16-568](#)

SUBJECT: PUBLIC HEARING: Spring Lake Lighting & Landscaping District

Recommendation for Action: Staff recommends that the City Council conduct a public hearing and adopt Resolution No. _____, approving the fiscal year 2016/2017 annual levy report and Resolution No. _____, ordering the levy and collection of the assessment within the Spring Lake Lighting and Landscaping District.

On a motion by Council Member Denny, seconded by Council Member Hilliard and carried on a 4-0 vote, Council Members adopted Resolution No. 6668, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE FISCAL YEAR 2016/2017

ENGINEER'S REPORT REGARDING THE SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT and Resolution No. 6669, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS REGARDING THE SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT FOR FISCAL YEAR 2016/2017.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

J. REPORTS OF THE CITY MANAGER

22. [16-566](#) SUBJECT: Digital Freeway Sign at 530 Quality Circle - Conditional Use Permit, Site Plan and Design Review Approval Resolution and Operating Agreement. Final adoption of the Resolutions approving the Conditional Use Permit, Site Plan and Design Review application, the CEQA Mitigated Negative Declaration, and the project Operating Agreement for a 45-foot tall, digital freeway sign along the southern property line of 530 Quality Circle, just north of the Interstate 5 freeway corridor and just west of the new Woodland Motors Dealership within the Industrial, Entryway Overlay Zone (I/EOZ)

Recommendation for Action: Staff recommends that the City Council:

- 1) Adopt Resolution No. _____, approving the CEQA Mitigated Negative Declaration as the appropriate level of environmental review in accordance with the California Environmental Quality Act (Attachment 1); and
- 2) Adopt Resolution No. _____, approving the Conditional Use Permit, Site Plan and Design Review application for a 45-foot tall digital freeway sign along the southern property line of 530 Quality Circle (Attachment 2); and
- 3) Adopt Resolution No. _____, approving the Operating Agreement between the City of Woodland and WM Sign, LLC, for the installation and operation of a Digital Freeway Sign at 530 Quality Circle (Attachment 3).

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried on a 4-0 vote, Council Members adopted Resolution No. 6670, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING A NEGATIVE DECLARATION FOR THE WOODLAND MOTORS DIGITAL FREEWAY SIGN PROJECT FOR THE INSTALLATION AND OPERATION OF A DIGITAL SIGN AT 530 QUALITY CIRCLE WITHIN THE CITY OF WOODLAND, ENTRYWAY OVERLAY ZONE – INDUSTRIAL/PLANNED DEVELOPMENT (EOZ – I/PD).

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

On a motion by Council Member Hilliard, seconded by Council Member Barajas

and carried on a 4-0 vote, Council Members adopted Resolution No. 6671, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CONDITIONAL USE PERMIT, SITE PLAN AND DESIGN REVIEW APPLICATION PLNG14-00089 ALLOWING FOR A 45-FOOT TALL DIGITAL FREEWAY SIGN AT THE SOUTHERN PROPERTY BOUNDARY OF 530 QUALITY CIRCLE WITHIN THE CITY OF WOODLAND INDUSTRIAL, ENTRYWAY OVERLAY ZONE.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried on a 4-0 vote, Council Members adopted Resolution No. 6672, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN OPERATING AGREEMENT FOR A DIGITAL FREEWAY SIGN WITH WM SIGN, LLC - (Digital Freeway Sign Operating Agreement/530 Quality Circle).

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

23. [16-567](#)

SUBJECT: Digital Freeway Sign at 2140 Freeway Drive -Resolution of Denial Final adoption of the Resolution of Denial for the proposed digital freeway sign located at 2140 Freeway Drive

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, denying the proposed digital freeway sign located at 2140 Freeway Drive (Attachment 1).

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried on a 4-0 vote, Council Members adopted Resolution No. 6673, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND DENYING THE CONDITIONAL USE PERMIT APPLICATION PLNG 16-00062 FOR A 65-FOOT TALL DIGITAL FREEWAY SIGN AT 2140 FREEWAY DRIVE WITHIN THE COMMERCIAL HIGHWAY, ENTRYWAY OVERLAY ZONE.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

24. [16-578](#)

SUBJECT: Council Member Election, November 8, 2016

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, calling a General Municipal Election for November 8, 2016 to fill three seats on the City Council via by-district elections, calling a Special Election for November 8, 2016 to place a general tax measure on the ballot, requesting the Yolo County Board of Supervisors to consolidate the Elections with the Statewide General Election and any other elections, and directing the County Election's Official to provide services in relation to the Election.

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried on a 4-0 vote, Council Members adopted Resolution No. 6674, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CALLING A GENERAL MUNICIPAL ELECTION FOR THE ELECTION OF THREE COUNCIL MEMBERS BY DISTRICT AND CALLING A SPECIAL ELECTION FOR THE PURPOSE OF SUBMITTING A GENERAL TAX MEASURE TO CONTINUE A ONE HALF CENT SALES TAX THAT WOULD EXPIRE IN TWELVE YEARS, SAID ELECTIONS TO BE HELD IN THE CITY OF WOODLAND ON NOVEMBER 8, 2016, AND DIRECTING THE CONSOLIDATION OF THE ELECTIONS WITH THE STATEWIDE GENERAL ELECTION AND ALL OTHER ELECTIONS.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

25. [16-577](#)

SUBJECT: Fiscal Year 2016-2017 Budget

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the Fiscal Year (FY) 2016-2017 Annual Budget of \$155.83 million, which includes the budgets for the Capital Improvement Program, the Woodland Finance Authority and the Successor Agency to the former Redevelopment Agency.

On a motion by Council Member Hilliard, seconded by Council Member Barajas and carried on a 4-0 vote, Council Members adopted Resolution No. 6675, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING THE FISCAL YEAR 2016-2017 ANNUAL BUDGET.

AYES: 4 - Council Member Barajas, Council Member Denny, Council Member Hilliard and Mayor Stallard

ABSENT: 0 - Mayor Pro Tem Marble

K. **ADJOURNED at 7:33 PM**

Respectfully submitted,

Ana B. Gonzalez, City Clerk

Legislation Text

2.

File #: 16-617, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Community Services Department Quarterly Status Report for the period of April through June 2016

Recommendation for Action: Staff recommends that the City Council accept the Community Services Department's Quarterly Status Report.

Staff Contact

Kris Bain - Community Services Manager - 530-661-2002, krista.bain@cityofwoodland.org

Fiscal Impact

None - for information only.

Background

This quarterly status report covers the period of April 2016 through June 2016. The Report presents a summary of recreation and senior programming, events, affordable housing, and the community development block grant entitlement program. This report also contains a narrative description of major work performed and/or notable Department highlights.

Conclusion

Staff recommends that Council receive the Report and advise if they have any questions.

Prepared by: Kris Bain
Community Services Manager

Reviewed by: Christine Engel
Community Services Director



Paul Navazio, City Manager

Attachment

Community Services Department Quarterly Report: April-June 2016

The following provides a summary of the Community Service Department's programs, activities, and events for April through June 2016. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document.

Quarterly Highlights

- Measure J provided scholarships for recreation programs and fee waivers for youth participating in league play totaling \$49,898 (\$17, 850 scholarships, \$32,040 Player Fees)
- The Commit2Fit campaign continued in May with the 31-Day Fitness Challenge. Several community partners were included. There were 488 participants registered for the program and this year, the registration process was simplified with an easy online form.
- The annual Senior Resource Fair was held on May 26 at the Woodland Community & Senior Center. Over 250 people attended the event, which featured eight educational sessions and 70 senior-related vendors.
- A Flag Day celebration was held on June 14 to recognize Vietnam-era Veteran's as part of a 50-Year Vietnam War Commemoration.
- The After School Teen Pack hosted various contractors during the spring months encouraging the students to try/learn something new. Lessons including floral arranging, yoga, and ballroom dancing.
- A Lifeguard Training course that was offered in April had 18 participants, of those, 8 were recipients of a scholarship reducing the cost of training to \$30. Seven of the eight on scholarship were selected to be Aquatic staff members for the summer.
- The second annual 6th Grade Graduation Party was successful with over half of Woodland 6th graders (452) in attendance. The Sci Tech 6th grade class had the highest percentage of students attend from any one class.



**6th Grade Graduation Party
June 2016**

Monthly Financials and Enrollment Data

The following table identifies the monthly expenses, financial transactions, and enrollment data (i.e. participant data) for the Department. Refunds are provided primarily for deposits that are returned after a facility rental. It should be noted that the majority of the Departments revenue is collected from February through June.

Month	Expenditures	Revenue	Refunds	Net Income	Enrollments	Refunds	Reservations
April	\$205,678.40	\$71,933.00	\$6,396.00	\$65,537.00	1,070	27	170
May	\$220,015.53	\$105,294.25	\$3,710.30	\$101,583.95	1,027	78	158
June	\$333,167.27	\$82,526.67	\$7,817.00	\$74,709.67	979	173	206
Total	\$758,861.20	\$259,753.92	\$17,923.30	\$241,830.62	3,076	278	534

Scholarships

Over 250 scholarships were distributed to participants of swimming lessons, lifeguard training, Summer Time Fun Club, the Outdoor Adventure Trip to Yosemite, and Summer Teen Pack for income qualified families. The scholarships resulted in a reduction of fees (programs are not offered for free). Campership criteria includes: being a resident of Woodland, and generally those who meet the requirements for the school lunch program. Limited camperships were available for each program.

- Swimming Lessons distributed 80 scholarships worth \$4,400. Recipients paid \$5 per lesson (reduced from \$60).
- Lifeguard Training distributed 8 scholarships worth \$800. Recipients paid \$30 for class (reduced from \$130).
- Summer Time Fun Club distributed 54 scholarships worth \$8,100. Recipients paid \$125 per 5-week session (reduced from \$275).
- Outdoor Adventure Trip distributed 15 scholarships worth \$2,250. Recipients paid \$49 for week-long trip (reduced from \$199).
- Summer Teen Pack distributed 90 scholarships worth \$8,950. Recipients paid \$30 per week (reduced from \$80).

Program Marketing

During this reporting period, the Department used the following marketing efforts to promote the recreation program offerings as well as community events and senior programs.

- School Flyers: One school flyer (May 2016) was distributed to WJUSD students to promote spring activities, events, and upcoming summer programs (6th Grade Graduation Party, Rec2Go, Commit2Fit). The flyers are distributed in English and Spanish.
- Rec 'Zine: The Department publishes an online newsletter "Rec 'Zine" which provides highlights of upcoming departmental programs and events each month. There are 585 subscribers who receive the emailed newsletter.
- Social Media: The Department utilizes Facebook and Instagram to advertise upcoming events and recreation programs.

- **Special Events:** Staff attended the monthly Food Truck Mania events in April, May, and June to promote upcoming summer programs. The Rec2Go van also attended several events at the Library including Farmer's Market, the Summer Learning Program Kick-off, and a Game Day. Other events Rec2Go attended include a "Day on the Green" at Zamora, the Spring Carnival at Maxwell, and a Little League special event.
- **Direct Marketing:** To increase program participation, staff directly marketed events and activities onsite to students of Lee and Douglass Middle Schools. Flyers, posters, and banners were distributed directly to 6th grade students for the 6th Grade Graduation Party. Using a creative marketing strategy, staff challenged the students to attend the event. The class with the best attendance percentage received a pizza party on the last day of school (Sci Tech won with 95% in attendance).

Facilities

Community & Senior Center Facility Reservations

The Community & Senior Center facility rental program is designed to both generate revenue for the City of Woodland and provide a location for community events. Types of rentals held at the Community Center include: conferences and meetings, celebration of life events, parties (bridal and baby showers), weddings and receptions, quinceañeras, and several business meetings. (April–June reservations). Seeking ways to increase facility reservations, a general marketing plan for the Community & Senior Center was created to promote the Community & Senior Center. The plan includes maintaining relationships with past renters, updating all printed advertisements for the facility, and increased outreach at community events. The plan also includes evaluating types of events the city could host in order to increase awareness of the facility for events.

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	30	13
Approximate Participants	2,830	967
Total Fees	\$18,105	\$22,725 (waived)

Tournaments

Tournament rentals are available for the Sports Park Complex. Local tournament directors have the first choice of dates for the following year prior to a "tournament date allocation meeting". All of the available for weekend dates for this quarter's tournaments were reserved. During the fourth quarter, the Sports Park was reserved for youth baseball, softball, and soccer tournaments.

Tournament Rentals of Sports Park	
Number of Rentals	14
Number of Teams	684
Total Fees Collected	\$58,473.75

Field Allocation

Players Fees

Youth organizations use city-owned fields for practices and games for soccer, baseball, and softball. Youth sports that used City of Woodland fields reported 1,885 youth players during the spring season of 2016 (1,043 baseball players and 842 soccer players). Historically, “Player Fees” have been charged to each organization to cover the cost for use of the field for practices. With the passage of Measure J, the “Player Fees” for Woodland residents have been waived for all youth organizations saving the organizations \$32,040 during the spring season. Those participating with youth organizations who do not reside within city limits are deemed non-residents and pay \$36 per player per season.

League/Club	Players	Resident Players	Non Resident Players	Non-Resident Fee \$36 per	Fees Waived (Measure J)	League/Club Balance
Girls Fast Pitch	226	202	24	\$864	\$4,040	\$864
Little League	390	350	40	\$1,440	\$7,000	\$1,440
Babe Ruth	106	92	14	\$504	\$1,840	\$504
YMCA	309	277	32	\$1,152	\$5,540	\$1,152
DASA	196	150	46	\$1,656	\$3,000	\$1,656
WSC	337	246	91	\$3,276	\$4,920	\$3,276
Cal Ripken	321	285	36	\$1,296	\$5,700	\$1,296
Total Fees	1885	1602	283	\$10,188	\$32,040	\$10,188

Events

Event	Event Date	Total Participants	Participant Hours	Fees Collected
April Pool's Day*	Apr. 1	150	300	Free Program
Commit2Fit 31-Day Fitness Challenge	May 1-31	488	4,880	Free program
6 th Grade Graduation Party*	June 3	452	904	Free program
Flag Day/Vietnam War Veteran's Recognition	June 14	100	100	Free program
Total Participants		1,190	6,184	

*Event made possible by Measure J

Aquatics

All aquatic programs are held at the Charles Brooks Community Swim Center. Aquatics programming is available for children as young as six months old through seniors and includes swimming lessons, lifeguard training, recreation swimming, recreation swim teams, lap swim and water aerobics. Summer programming started at the pool on June 13.

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Lap Swim & Water Aerobics	556	556	\$1,376
Woodland Swim Team (rental)	130	n/a	\$5,730
Woodland & Pioneer High School Swim Teams (rental)	67	n/a	No Fees collected WJUSD Joint Use Agreement
Woodland Wreckers Swim Team	144	1,728	\$20,252
Lifeguard Training	18	720	\$1,540
Swim Lessons – Spring (Measure J)	86	344	\$4,500
Swim Lessons – Summer Session 1	234	936	\$14,820
Public Swim	5,184	14,256	No fees collected \$500 from out of town program
Jr. Lifeguard	22	1,056	\$3,300
Total	6,441	19,596	\$52,018



Summer Time Fun Club being taught private swim lessons as part of Aquatic staff training



Lifeguard Training
April 2016

Youth & Teen Recreation

A variety of youth and teen recreation programs are offered by the Department year-round; however, the majority of the programs are offered during the summer. In addition to the programs listed below, please refer to the Contract Classes section for other program offerings that are available for youth and teens.

Youth Recreation Program	Total Participants	Participant Hours	Fees Collected
After School Teen Pack (Measure J)	1,207	2,782.75	Free Program
Baby & Me	313	313	Free Program
Boxing Club	57	684	\$744
Night Hoops	593	899.5	Free Program
Rec2Go (Measure J)	1,303	1,879	Free Program
Toddler Time	36	144	\$560
Total	3,509	6,702.25	\$1,304



Teen Pack After School Program



Rec2Go at Library event

Contract Classes

The City contracts with outside (special interest) instructors to teach a variety of recreation and leisure classes for participants of all ages. With the exception of tennis, the City retains 30% of the fees collected for each class (in addition to non-resident fees). The City retains 10% of the fees collected for the tennis program.

Contract Class	Total Participants	Participant Hours	Fees Collected	Total Expenses	Net Revenue
Bollywood Mix	5	20	\$126.00	\$88.20	\$37.80
Cello Tennis Academy	229	1,545.4	\$16,205.37	\$14,584.83	\$1,620.54
Country Line Dance Party	33	148.5	\$198.00	\$138.60	\$59.40
Dance w/ Mallory	15	60	\$534.00	\$365.40	\$168.60
Dynamic Dancing*					\$
Fitness 4 All	4	204	\$420.00	\$294.00	\$126.00
Impact Hoops	28	3,276	\$7,285.00	\$5,099.50	\$2,185.50
Karate	22	176	\$575.00	\$402.50	\$172.50
Lego Engineering	30	450	\$4,708.90	\$3,255.00	\$1,453.90
Mad Science	11	165	\$1,592.10	\$1,116.50	\$475.60
Pilates	13	104	\$436.00	\$300.30	\$135.70
Stepping Out	21	168	\$350.00	\$245.00	\$105.00
Wrestling Club	20	560	\$1,164.00	\$840.00	\$324.00
Total	431	6876.9	\$33,594.37	\$26,729.83	\$6,864.54

* Numbers have not been received for quarter

Adult Sports

Adult sports offered through the City include drop-in sports as well as organized softball, basketball, and volleyball leagues. Drop-in basketball (open gym) numbers are not reported, however, participation for the other programs is listed below.

Sport	Total Participants	Participant Hours	Fees Collected
Badminton (open gym)	669	1,338	Free Program
Basketball (league)	200	680	Fees collected in previous quarter
Softball (league)	1,815	6,570	\$22,215
Pickleball (open gym)	189	450	Free Program
Volleyball (league)	200	660	Fees collected in previous quarter
Volleyball (open gym)	259	777	\$557
Total	3,332	10,475	\$22,772

Seniors

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 9,498 participant hours during the fourth quarter.

Programs

Programs	Total Participants	Participant Hours	Fees Collected
Art Classes	463	772.5	\$328
Exercise Classes	2,290	1,475	\$944
Games	1,550	3,427	Free Program
General Programs	2,601	2,049.5	\$1061.30
Education/Resources	372	551	Free Program
Support Groups	183	326	Free Program
Special Programs	245	245	Free Program
Total	7,704	8,846	\$2,333.30

Events

Events	Date	Total Participants	Participant Hours
Senior Center Inc. Installation Dinner	May 12	116	232
Senior Resource Fair	May 26	200	200
Teens Helping Seniors Spaghetti Feed	June 22	110	220
Total		426	652



Teens Helping Seniors Spaghetti Feed Fundraiser

Grants and Housing

In addition to implementing recreation and senior programs, the Community Services Department also implements the Community Development Block Grant Entitlement program, grants for non-profit organizations, and affordable housing programs. The highlights of these programs for the fourth quarter are provided below.

Community Development Block Grant (CDBG) Program

The City Council in June approved Woodland's FY 2016/17 CDBG Action Plan and the plan was submitted to the U.S. Department of Housing and Urban Development for review and approval. The plan covers \$440,618 in new CDBG funds the City will receive from the Federal government and the re-programming of \$50,000 in prior year funds for construction projects. The plan proposes funding for fifteen public service and construction activities including support for emergency shelters and the rehabilitation of affordable housing units.

Continuum of Care Grants (CoC) Competition

The U.S. Department of Housing and Urban Development (HUD) awarded the City six grants in the total amount of \$248,513 through the 2015 CoC Competition. The City in partnership with Fourth & Hope will use the funds to permanently house and provide supportive services for chronically homeless families and individuals.

Homeless Outreach/"Housing First" Pilot Project

In April the City Council approved a homeless outreach services contract with Fourth & Hope. This effort will employ a half-time outreach worker to identify the chronically homeless in Woodland, establish regular ongoing communication with these individuals, and connect them whenever possible to services/programs and housing. The Council also approved funding as part of the FY 2016/17 budget for a "Housing First" pilot project in collaboration with Yolo County and other partner agencies to assist placing unsheltered individuals into permanent housing.

Housing-Related Parks Program (HRPP)

The State awarded the City its fourth HRPP grant in June. The \$149,125 grant will fund the purchase of a new play structure for Harris Park (100 Imperial Street). With funding from the third HRPP grant, the City is in the process of ordering three restrooms for installation late this year or in early 2017 at City, Everman, and Campbell parks.

First Time Homebuyer Program

The City continues to work with 10 families participating in its first time homebuyer program.

Participant Hours Calculation

The Community Services Department measures programs through “participant hours”. Participant hours are a calculation of total program hours multiplied by the total number of unique participants within a program. Total participant hours reports how much time participants spend within each program. The measurement breaks down to 1 person x 1 hour = 1 Participant Hour. It should be noted that a higher number of participant hours is not, by itself, a measurement of greater program success compared to the participant hours of another program.

Participant Hours (PH) is calculated by:

Drop In Programs: 1 Class meeting (in hours) x Total sign ins

Examples include Water Aerobics & Lap Swim, Badminton, and Night Hoops

Classes/Camps/Leagues: Total unique participants x total class time (in hours)

Examples include: Swim Lessons, Mad Science

Individual Entry: Each class meeting (in hours) x Total in attendance (adding each day)

Examples include: Teens Helping Seniors, Teen Pack

Event: Total Attendants x Average Time

Examples include: ReXpo, 4th of July

Participant hours and participants in this report are listed for the three month reporting period; therefore if 100 participants are listed, the 100 refers to the total participants for the three month period and could double or triple count the same participants if they participated each month (i.e. drop in volleyball).

Legislation Text

3.

File #: 16-801, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Woodland City Employees' Association MOU Agreement

Recommendation for Action

Staff recommends that the City Council Adopt Resolution No. _____, ratifying a three-year Memorandum of Understanding with the Woodland City Employees' Association, covering the period from July 1, 2016 through June 30, 2019.

Staff Contact

Sheila McShane, HR Manager - (530) 661-5807, Sheila.mcshane@cityofwoodland.org

Fiscal Impact

The recommended action would result in a new three-year labor agreement between the City and the Woodland City Employees' Association (WCEA). The average annual cost of the new agreement is estimated at \$13,308,000 per year and represents an average annual increase of \$539,000 (4.22%) over the prior agreement, and \$20,800 (0.16%) over the costs included in the city's baseline budget forecast. The year-one cost of the proposed contract represents a increase of \$129,000 over the costs included in the FY2016/17 adopted budget across all funds, with roughly 60% (\$78,000) allocated to the city's General Fund.

Background

The previous agreement between the City of Woodland and the WCEA expired on June 30, 2016. The prior agreement implemented significant concessions and included structural changes specific to health insurance and pension benefits that resulted in significant budgetary savings as well as mitigating City's exposure to future cost increases.

The City and the WCEA entered into negotiations in March, and reached a tentative agreement on June 28th. The tentative agreement was discussed with the City Council in closed session on July 5th and ratified by the WCEA membership on July 13th. Tonight's City Council action would formally ratify the terms of the new three-year agreement with the WCEA.

Discussion

The new three-year labor agreement between the City and the WCEA represents a successor contract to the four-year agreement that expired June 30, 2016. Both parties negotiated in good-faith starting with a discussion of goals and objectives, followed by an exchange of specific proposals.

Staff believes that the resulting labor agreement reached with the WCEA is consistent with direction and authority provided by the City Council in terms of both overall budget impacts and, significantly, maintaining and building upon the structural reforms identified as necessary to advance the Council's goal related to long-term fiscal stability. At the same time, the agreement has been structured to assist with the recruitment and retention of staff charged with provision of a wide array of city services - ranging from utility maintenance and operations to senior and youth programming, library services, parks and facility maintenance, finance and technology services.

The following table summarizes the major terms of the negotiated agreement:

		Year 1 FY2016/17	Year 2 FY2017/18	Year 3 FY2018/19
Salary Adjustments:	July 1	2.0%	3.0% *	2.0%
	Jan. 1		1.0%	1.0%
		* Reverts to 2% or 1% contingent Upon CalPERS contribution rate		
Health Insurance:	Monthly Premiums	\$ 1,787.50	\$ 1,930.60	\$ 2,027.10
	% Change	-10.2%	8.0%	5.0%
				(8% increase if rate incr. by more than 2%)
	Includes language providing City with option to explore provid. insurance outside of PEHMCA (CalPERS)			
Retiree Medical Reop	Contributions for Medicare-Eligible Retirees to be based on Medicare Premiums			
Selected Other Provisio	Uniform / Safety Boots Reimbursements			
	Life Insurance cap			
	Compensatory Time			
	Vacation Buy-out			

Conclusion

Staff recommends that the City Council adopt the Resolution No _____, to implement a three-year agreement (July 1, 2016 through June 30, 2019) with the Woodland City Employees' Association.



Paul Navazio
City Manager

Attachment: 1) Resolution
2) Woodland City Employees' Association Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING
CONCERNING GENERAL SERVICE UNIT EMPLOYEES
OF THE CITY OF WOODLAND**

The City of Woodland and the Woodland City Employee's Association representing employees employed by the City of Woodland in the classifications designated herein in Article I, Section I under the title "Application," by and through their authorized representatives hereby ratify as and for a memorandum of understanding the attached resolution entitled "A Resolution of the City Council of the City of Woodland Approving Certain Terms and Conditions for General Services Unit Employees" including the exhibits appended hereto, and recommend that the same be adopted by the City Council of the City of Woodland. In resolving questions of interpretation the Resolution shall be the primary source in all cases.

DATED: _____, 2016

Representative of the Woodland
Representative of the City of Woodland
City Employee's Association

The foregoing resolution and exhibits appended thereto hereby are approved by the City Council of the City of Woodland on this 19th day of July 2016.

Mayor

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WOODLAND APPROVING CERTAIN TERMS AND CONDITIONS FOR
GENERAL SERVICES UNIT EMPLOYEES

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ARTICLE I

GENERAL PROVISIONS

1.1 Application

1.1.1 This Resolution applies to employees in the following classifications:

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Administrative Secretary	42
Administrative Supervisor	47
Aquatics Coordinator	32
Aquatics Supervisor	48
Building Inspector I	49
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Code Compliance Officer II	50
Community Development Technician I	42
Community Development Technician II	46
Conservation Coordinator	46
Electrical / Signs & Markings Supervisor	67
Electrician's Assistant	43
Engineering Aide I	33
Engineering Aide II	37
Engineering Assistant	56
Engineering Technician I	44
Engineering Technician II	48
Engineering Technician III	52
Environmental Compliance Inspector I	39
Environmental Compliance Inspector II	43
Environmental Compliance Specialist	49
Equipment Service Clerk	32
Equipment Service Worker	34
Facility Maintenance Worker I	35
Facility Maintenance Worker II	39
Facility Maintenance Worker III	43
Finance Clerk I	32
Finance Clerk II	37
Finance Clerk III	41
Finance Specialist	41
Finance Supervisor	54
GIS Analyst	62
GIS Technician I	49
GIS Technician II	53
Heavy Equipment Mechanic	45
Industrial Electrical/Electronics Technician	58

Information Technology Analyst	60
Information Technology Technician I	48
Information Technology Technician II	52
Laboratory Technician I	43
Laboratory Technician II	47
Library Technical Assistant III	37
Library Technician Assistant I	29
Library Technician Assistant II	33
Light Equipment Mechanic	41
Literacy Coordinator	46
Maintenance Supervisor	51
Maintenance Worker I	35
Maintenance Worker II	39
Maintenance Worker III	43
Meter Services Technician	45
Park Maintenance Technician	46
Park Maintenance Worker I	35
Park Maintenance Worker II	39
Park Maintenance Worker III	43
Park Supervisor	51
Pool Facility Technician	46
Recreation Coordinator	34
Recreation Supervisor	48
Senior Building Inspector	57
Senior Building Plans Exam	58
Senior Engineering Assistant	58
Senior Equipment Mechanic	50
Senior Maintenance Worker	45
Senior Signs and Markings Tech	45
Senior Tree Trimmer	45
Senior Utility Maintenance Worker (Sewer)	49
Senior Utility Maintenance Worker (Water)	49
Senior Water System Operator	49
Signs and Markings Tech I	39
Signs and Markings Tech II	43
Stock Clerk	32
Storekeeper	35
Traffic Signal / Street Lights Technician	56
Treatment Plant Mechanic	54
Tree Trimmer I	39
Tree Trimmer II	43
Utilities Maintenance Supervisor	53
Utilities Maintenance Worker I	37
Utilities Maintenance Worker II	41
Utilities Maintenance Worker III	45
Water / Wastewater Instrumental	62

Technician	
Water Pollution Control O-I-T	40
Water Pollution Control Operator I	51
Water Pollution Control Operator II	55
Water Pollution Control Operator III	59
Water Pollution Control Operator IV	63
Water Systems Operator I	40
Water Systems Operator II	44

1.1.2 The following classifications shall be considered "Supervisors":

Administrative Secretary
Administrative Supervisor
Electrical / Signs & Markings Supervisor
Finance Supervisor
Maintenance/Utilities Maintenance Supervisor
Park Supervisor
Recreation/Aquatics Supervisor
Senior Building Inspector
Senior Tree Trimmer
Water Pollution Control Operator IV

1.2 Term

1.2.1 Except where the context otherwise determines or otherwise provides the provisions of this Resolution shall apply from July 1, 2016 to June 30, 2019 and for such reasonable time thereafter as may be required to ratify, revise and supersede such provisions by actions taken by the Woodland City Council after good faith negotiations pursuant to the Meyers-Milias-Brown (MMB) Act.

1.3 Purpose

1.3.1 WCEA and representatives of the City of Woodland have met and conferred in good faith regarding wages, hours, and other terms and conditions of employment of employees in the General Services Unit listed in Section 1.1.1 have exchanged freely information, opinions, and proposals; and have endeavored to reach agreement on all matters relating to the employment conditions and employer/employee relations of such employees.

1.3.2 This Memorandum of Understanding is entered into pursuant to the Meyers Milias-Brown Act and has been jointly prepared by the parties.

1.3.3 This Memorandum of Understanding shall be presented by the Association to the employees for ratification, and shall thereafter be presented to the Woodland City Council as the joint recommendations of the undersigned for salary and employee benefits adjustment for the period commencing July 1, 2016 and ending on June 30, 2019. Unless otherwise specified, changes contained herein shall become effective upon adoption by the City Council.

1.4 Management Rights

1.4.1 The City reserves all rights with respect to matters of general legislative and managerial policy including, among others, the exclusive right to determine the mission of its constituent departments, commissions and boards; set standards of election for employment; direct its employees; take disciplinary action; relieve its employees of duties because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the methods, means and personnel by which governmental operations are to be conducted; require overtime; take all necessary actions to carry out its mission in emergencies; and exercise complete control and discretion over its organization and the technology of performing its work. These rights shall be limited only as specified in the Agreement or applicable State or Federal laws.

1.5 Peaceful Performance

1.5.1 No-Strike. The Association agrees that during the term of this Memorandum of Understanding neither it nor the employees it represents will engage in, encourage, sanction, support, any job or other actions which would involve suspension of or interference with normal work of the department or other city departments.

1.5.2 In the event of any job action as described above; the Association will immediately notify involved employees that the action(s) is in violation of this section, and direct them to cease the action(s).

1.6 Association Recognition

1.6.1 Woodland City Employees Association, hereinafter referred to as the "Association", is the recognized employee organization for General Services Unit employees as listed in Section 1.1. The City recognizes the exclusive right of the Association to represent members of the bargaining unit on all matters relating to employment conditions and employee/employer relations subject to the employee's right of self-representation pursuant to Government Code Section 3503. Employees may authorize dues deduction only for WCEA.

1.7 Maintenance of Membership

1.7.1 Association membership is not a mandatory condition of employment for any employee covered by this agreement. However, any employee covered by this agreement who is an Association member, or becomes an Association member, shall continue to pay to the Association those dues or fees regularly charged members of the Association in good standing for the life of this agreement. Any new employee covered by this Agreement who, after completing thirty (30) calendar days of employment voluntarily joins the Association, shall be subject to the same terms of continued membership as employees above.

1.7.2 Every employee who is a member of the Association shall have the right to withdraw from membership during the month of June each year. An employee who has properly withdrawn membership as provided herein shall not be subject to the provisions of this section.

1.7.3 Enforcement of this section shall be the responsibility of the Association, utilizing appropriate civil procedures. The Association shall indemnify and hold the City harmless from any and all claims, demands or suits, or any other action arising from this section.

ARTICLE II

COMPENSATION

2.1 Salary

2.1.1 During the term of this agreement, represented unit employees shall receive the following increase:

- Effective July 1, 2016: 2% COLA (Exhibit A)
- Effective July 1, 2017: 3 % COLA
 - o Contingent on CalPERS Rate increases, as follows:
 - 2% COLA if 2017/18 CalPERS contribution rate exceeds 33% but less than 34%
 - 1% COLA if 2017/18 CalPERS contribution rate exceeds 34%
- Effective January 1, 2018: 2 % COLA
- Effective July 1, 2018: 2% COLA
- Effective January 1, 2019: 1% COLA

2.1.2 Implementation of Step F: Employees who have been at Step E for at least one year, will be eligible for a Step increase on their anniversary/evaluation date, moving the employee to step F

- Effective July 1, 2016 Step E = Step F
- Effective January 1, 2017 +2.5% to Step F (will be 2.5% above Step E)
- Effective January 1, 2018 +2.5% to Step F (will be 5% above Step E)

2.1.3 Certificate Pay: City agrees to meet and discuss establishing Certificate Pay based on job requirements, staff development goals and the outcome of the Compensation Study.

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

2.1.5 Furloughs (DELETED)

2.2 Uniforms and Safety Equipment

2.2.1 The City shall provide uniforms to employees in the classifications reflected in Exhibit B. The City shall provide the necessary protective devices, wearing apparel and other equipment as necessary to protect an employee from injury. Additionally, the City will provide employees with uniforms. A uniform can consist of shirts, pants, and outerwear. Certain job classes in Public Works may have specific policies regarding uniforms. The City will consult with the Association on any future changes to uniforms.

2.2.2 Employees in classifications who are required by the department to wear approved safety shoes/boots while in the performance of the duties of the classification when in any field or

hazardous conditions or settings will receive a reimbursement upon proof of purchase of safety boots. The City will provide a reimbursement up to \$250 per fiscal year for purchase and maintenance of a safety boot/shoe. The employee is required to provide proof of purchase or repair cost of the safety shoe/boots prior to reimbursements. Any amount in excess of the \$250 reimbursement shall be the responsibility of the employee and not eligible for reimbursement. The safety shoe/boot must meet the American National Standards Institute (ANSI) Standard for their applicable use. Failure to wear serviceable safety shoes/boots is a violation of this MOU and City of Woodland Personnel Rules.

2.2.3 The City shall approve payment for any employee who is required by the department director to wear prescription safety glasses in their position. The amount the City will pay for the frame portion of safety glasses is limited to the current allowance for regular glasses. This is an rolling twelve (12) month benefit. The employee's department director will contact Human Resources who will authorize payment for such glasses. The vendor will bill the City for the frame portion up to the current allowance for regular glasses, and the cost of the lenses.

2.2.4 Employees required by their department director to wear uniform jackets shall have the jacket provided, and replaced on an as needed basis as determined by the department head.

2.3 Longevity Pay

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

<u>Length of Service</u>	<u>Amount</u>
10 years	\$300
15 years	\$350
20 years	\$400

Note: City may entertain discussion of longevity pay based on results of Compensation Study

2.4 Call-Back Pay

2.4.1 Employees who are physically called back to work after the completion of their regular shifts shall be compensated at the rate of time and one-half for all time worked. There shall be a minimum call-back time of two (2) hours. Employees called out between the hours of 10:00 p.m. and 5:00 a.m. and not assigned to stand-by shall receive a minimum call-back of three (3) hours.

2.5 Stand-by Pay

2.5.1 Standby assignments shall be governed by the City stand-by policy dated May 2010.

2.5.2 Employees assigned and required to be on stand-by status shall be compensated at the flat rate of thirty eight (\$38) dollars per weekday and fifty five (\$55.00) dollars each Saturday, Sunday and Holiday.

2.6 Promotional Pay

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

2.6.2 Represented employees in or to be assigned to the journey level position of a split classification, shall be entitled to receive consideration for a merit salary step increase six (6) months after the reassignment.

2.7 Acting Pay

2.7.1 The purpose of acting pay is to provide appropriate compensation to employees who are assigned to work out-of-class. Employees assigned by their supervisor to perform substantially all the duties in a higher level classification shall receive an additional five percent (5%) of base pay as acting-pay compensation provided the following requirement is met, the position is vacant due to resignation or the incumbent is on leave. Payment shall continue for the term of the assignment to the higher level classification duties. Acting assignments shall be limited to six (6) months, which may be extended an additional three (3) months on approval of the City Manager.

2.8 Bilingual Pay

2.8.1 The City shall maintain the existing bilingual policy. Designated bilingual employees shall receive additional compensation above their regular salary at a rate of one hundred and fifty (\$150) dollars month.

2.9 Jury Duty Pay

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

2.10 Overtime

2.10.1 Unit employees shall receive overtime compensation at the rate of time and one-half for all hours worked in paid status in excess of forty hours per work week.. Paid time off shall be counted as time worked for overtime calculation purposes. Employees handling City business at home on the telephone shall be eligible for overtime compensation in accordance with the Fair Labor Standards Act (time paid to the nearest 12-minute increment).

2.10.2 Employees shall have the option of choosing either paid overtime or compensatory time off. Paid time shall be calculated using the FLSA rate of pay. Compensatory time off may be accrued to a maximum of sixty (60) hours of any one time. Compensatory time off maximums may be waived for employees working alternative work schedules by mutual consent. Upon termination, employees shall be paid for any accrued compensatory time. Compensatory time accrued after sixty (60) hours will be paid in accordance with Section 2.10.1.

2.10.3 The provisions of section 2.10.2 above shall apply to Recreation and Aquatic Supervisors and Recreation Coordinators. It is mutually understood that Recreation and Aquatic Supervisors and Recreation Coordinators work flexible schedules. The City will not mandate split shifts for Recreation and Aquatic Supervisors and Recreation Coordinators.

2.10.4 Once in a fiscal year, employees shall have the option of converting up to forty (40) hours accrued compensatory time to cash.

2.11 Shift Differential

2.11.1 Employees who work in the Library between the hours of 5:00 p.m. to 9:00 p.m. shall receive a shift differential pay of \$.75 per hour.

2.11.2 Library employees who were employed as such on July 1, 1999, and who are required to work Sundays shall receive a thirty-five (\$35) dollar Sunday payment differential. Library employees hired after July 1, 1999 and those individuals hired specifically for the Sunday opening shall be assigned Sunday work without the Sunday differential.

2.12 Flexible Spending Account

2.12.1 The City agrees to maintain in effect the Section 125 program providing for pre-tax treatment of employee obligations for medical and dependent care costs.

ARTICLE III

EDUCATION INCENTIVE

3.1 Education Reimbursement

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

Travel, Meal and Lodging Reimbursements, in addition to attendance at an approved conference, tuition/registration fees, books etc., may be reimbursed. The amount of reimbursement shall be governed by the City's travel policy. Amounts of all reimbursements per fiscal year shall not exceed \$625.

- 3.1.2 Employees terminating prior to January 1 of any fiscal year shall be responsible for repaying a prorated share of Professional Growth Reimbursement they have spent. For example, an employee working 25% of the year would be entitled to a Professional Growth Incentive Reimbursement not to exceed, \$156.25. If employee received a reimbursement of greater than \$156.25, at the time of termination, the employee would be responsible for payment of the difference. This will be taken out of the employee's final check. If there are not enough funds to cover this amount, the City will invoice the employee for the difference.

ARTICLE IV

MEDICAL AND RELATED BENEFITS

4.1 Medical Insurance

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

4.1.2 For Employees **hired before April 23, 2007**, the City provides a two tier medical benefits program:

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

4.1.2.1 Employees hired before April 23, 2007 who provide proof of dual coverage under PERS or other medical insurance programs may decline to accept medical coverage. These employees shall be eligible for a payment of \$405 per month.

WCEA 80% Employees hired before July 1, 2006			
Effective	Employee Only	Employee Plus One	Family
January 1, 2017	\$1,375.07	\$1,375.07	\$1,787.59
January 1, 2018 (+8%)	\$1,485.08	\$1,485.08	\$1,930.60
January 1, 2019 *	\$1,559.33	\$1,559.33	\$2,027.13

* If the overall increase in health premiums increases by more than 20% since 2017, the City's contribution will be 8% over the flat amount of 2018. If the health premiums increases by less than 20% then the City contribution will be 5% over the 2018 flat amount.

4.1.3 For Employees **hired on or after April 23, 2007**, the City provides a three tier medical benefits program:

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

4.1.3.1 Employees hired after April 23, 2007 who provide proof of dual coverage under PERS or other medical insurance programs may decline to accept medical coverage. These employees shall be eligible for a payment of \$405 per month.

WCEA 80% Employees hired on or after July 1, 2006			
Effective	Employee Only	Employee Plus One	Family

January 1, 2017	\$730.51	\$1,375.07	\$1,787.59
January 1, 2018 (+8%)	\$767.04	\$1,485.08	\$1,930.60
January 1, 2019 *	\$805.39	\$1,559.33	\$2,027.13

* If the overall increase in health premiums increases by more than 20% since 2017, the City's contribution will be 8% over the flat amount of 2018. If the health premiums increases by less than 20% then the City contribution will be 5% over the 2018 flat amount.

4.2 Medical Insurance Upon Retirement

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

4.2.2 The parties agree to meet and confer to impasse and imposition on restructuring the retiree medical program.

4.2.3 For employees who were **hired before July 1, 2006**, and have ten years of continuous consecutive service with the City of Woodland are eligible to receive benefits under the City's PERS plan, or the current plan offered by the City, or retire for disability under PERS shall be eligible for continued health and life insurance coverage subject to the following terms and conditions:

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

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

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

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

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

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

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

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

4.2.4.2 Retirement Health Savings Plan. The City of Woodland has established a program in which employees participate to save, on a tax deferred basis, money to help pay the cost of healthcare once an individual retires. The Retirement Health Savings Plan (RHSP) may be used for medical, dental and vision care as well as other healthcare expenses.

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

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

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

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

4.3 Dental Insurance

4.3.1 For the term of this agreement, , at no premium cost to the employee the City shall provide a Dental Insurance program with benefits equivalent to that provided under the prior self-insurance plan including a \$2000 annual maximum benefit and a \$1000 lifetime maximum benefit for orthodontia (employee only and dependents 19 and under). Dependent children are covered until age 23, provided they are full time students and provide appropriate documentation.

4.3 The City will notify the Association if the Dental Plan is changed.

4.3.2 The City shall provide for coordination of dental benefits of married couples who are both City employees.

4.4 Long Term Disability Insurance

4.4.1 The City shall continue to provide a long term disability insurance plan at a coverage level currently in effect for all represented employees. Represented employees must meet eligibility requirements as prescribed in the program in order for City participation to begin and be maintained.

4.4.2 The City shall pay 100% of the applicable premium, and City shall continue to pay for the dollar equivalent of 100% of the applicable premium.

4.5 Vision Insurance

4.5.1 The City shall continue to supply vision insurance with a fifteen (\$15) dollar deductible at a coverage level currently in effect for all represented employees.

4.6 Life Insurance

4.6.1 The City shall continue life insurance for covered employees at fifty thousand (\$50,000) dollars.

ARTICLE V

LEAVES

5.1 Holidays

5.1.1 City holidays to be observed by represented employees shall be:

January 1st (New Year's Day)
Third Monday in January (Martin Luther King's Birthday)
Third Monday in February (President's Day)
Fourth Monday in May (Memorial Day)
July 4th
First Monday in September (Labor Day)
November 11th (Veteran's Day)
Thanksgiving Day
The Day after Thanksgiving Day
Christmas Eve - 1/2 day (Observed last work day before Christmas)
December 25th (Christmas Day)

5.1.2 In addition, each represented employee shall have sixteen (16) hours added to his/her vacation leave total as of July 1 each year. . Employees hired after July 1 will receive a prorated amount of floating holiday hours based on date of hire.

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

5.1.4 All represented employees shall be paid at time and one-half their hourly rate of pay for each hour worked on a City holiday.

5.1.5 Library Holiday Observance. Because the City Library is subject to being open to the public seven days a week, special consideration is necessary for Library Holiday Observance of City holidays. The following applies to library employees covered by this Memorandum of Understanding and has been developed in conjunction with the City, the Association and the Woodland City Library Board.

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

5.1.5.2 Holidays falling on a Sunday or Monday. When a City-observed holiday falls either on a Sunday or Monday, the Library will be closed both Sunday and Monday. Employees will use 8 hours of City-provided holiday time for one of the two days. For the second of

the two day observance, employees will either work during their regularly scheduled day off the following week or charge the time to vacation leave or compensatory time-off balance. In such instances, the employee will decide if he/she will work on their scheduled day off or take vacation/compensatory time-off. The provision of this paragraph applies only when the Library is operating a seven-day a week schedule.

5.1.5.3 Thanksgiving Holiday. Notwithstanding the provisions of paragraph 5.1.5.1 above, the City observed Thanksgiving Holiday will be Thanksgiving Day and the Day after Thanksgiving Day. The Library will be open on the following Saturday and if on a seven day a week schedule the Library will be open the following Sunday. Overtime provisions of this MOU may apply to employees working on the Saturday and Sunday following the Thanksgiving Holidays.

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

5.2 Vacation Leave

5.2.1 The vacation leave earning rate for represented employees shall be as follows:

<u>Years of Service</u>	<u>Vacation Earned Per Month</u>
0 to 3 years	6.7 hours
4 to 5 years	8.7 hours
6 to 10 years	11.34 hours
11 to 15 years	13.34 hours
16 to 20	15.34 hours
Over 20 years	16.67 hours

5.2.2 Vacation accumulation maximum shall be 352 hours. However, employees who had more than 304 hours of accrued vacation on February 15, 2000 shall have their vacation accumulation maximum set at the amount in their vacation bank at that time, plus three (3) months accrual. At such time as their vacation accrual is reduced to 352 hours or below, the 352 hour limit shall apply.

5.3 Payment in Lieu of Time-Off

5.3.1 Employees may cash out accrued vacation leave once they have three or more years of service with the City, based on the chart below. Eligible employees, may request to have up to eighty (80) accrued hours of vacation paid directly to him/her at their regular hourly rate of pay at the time of the request in lieu of time off providing the employee has previously taken at least up to two (2) week (80 hours) of vacation time off in the same year and has worked the required years of service based on the chart below. **Please note:** The leave does not have to be consecutive.

<u>Years of Service</u>	<u>Annual Maximum Vacation</u>	<u>Vacation Leave Taken</u>
	<u>Leave Cash out</u>	

0 to 3 years	0 hours	0 Hours
3 to 5 years	40 hours	40 hours
5 + years	80 hours	80 hours

Payment will be made at the straight time rate. No employee may buy out more than two (2) weeks of vacation per calendar year.

5.4 Sick Leave

5.4.1 Represented full-time employees earn and accumulate sick leave at the rate of one (1) day per month. An employee continues to earn sick leave while on any paid leave. There shall be no limit to the amount of sick leave credit an employee may accrue.

5.4.2 Each employee has one (1) hour deducted from the employee's accrued sick leave time for each hour of sick leave taken.

5.4.3 In the event that a paid holiday occurs during a period when the employee is on sick leave, the holiday is not charged against the employee's accrued sick leave.

5.4.4 An employee eligible for sick leave is granted such leave for the following reasons:

- a. Non-service related illness or injury to the employee or physical or mental incapacity of the employee due to non-service related illness or injury
- b. Medical or dental office or hospital visits for examination, diagnosis, or treatment.
- c. For regular full-time employees, up to 48 hours sick leave off with pay may be granted during a calendar year in the event of illness or disability of an employee's immediate family member or the birth or adoption of a child. Regular part-time employees shall receive a pro-rated benefit based on the number of sick leave hours accrued in a six (6) month period.

5.4.5 No employee is entitled to sick leave while absent from duty on account of any of the following causes:

- a. Sickness or injury sustained while on leave of absence without pay.
- b. Sickness or injury sustained from improper employee conduct as defined in the City's Personnel Rules Section 14.2.

5.4.6 In the event an employee uses all of the sick leave the employee has accrued, the employee may have any other paid leave days the employee has accrued deducted for each day or portion thereof he/she is absent due to illness, upon the approval of the supervisor. This deduction will continue until the employee either returns to work or uses all his/her accrued leave time. With the concurrence of the department head, the supervisor may allow the employee to take a leave of

absence without pay if the employee does not have any paid leave time or sick leave remaining to his/her credit.

5.4.7 Upon separation, an employee is not entitled to receive salary for unused earned sick leave. Unused earned sick leave may be used as a credit in service retirement pursuant to contract provisions with the Public Employees' Retirement System as described in the Memorandums of Understanding.

5.5 Catastrophic Illness or Injury

5.5.1 Represented employees may donate portions of their vacation or CTO accumulations to other employees who have suffered catastrophic illness or injury per the catastrophic leave policy. . A catastrophic illness defined as a life threatening medical condition, by a health care provider, to a City employee or someone in their immediate family as defined by the City's personnel rules. Employees receiving donations of time from other employees must first exhaust all available vacation, compensatory time and sick leave.

ARTICLE VI

RETIREMENT

6.1 Retirement

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

Permanent Employees of the City of Woodland fall under one of the three CalPERS Pension formulas as follows:

- **Tier 1:** Employees hired by the City of Woodland on or before December 4, 2012 for the 2.7%@55 CalPERS retirement pension program calculated at the single highest year pensionable compensation formula.
- **Tier 2:** Employees hired by the City of Woodland on or after December 5, 2012 and before January 1, 2013 or who are new hires to the City of Woodland but are legacy/classic members determined by CalPERS are eligible for the 2%@60 CalPERS retirement pension program calculated at the three-year average pensionable compensation formula.
- **Tier 3:** Public Employees' Pension Reform Act (PEPRA) Employees hired on or after January 1, 2013 and who are not CalPERS legacy/classic members are eligible for the 2%@62 CalPERS retirement pension program calculated at the three-year average pensionable compensation formula

Tier 1 and Tier 2 employees,

- Effective July 1, 2015 (those employees hired on or before December 31, 2012) will pay a total of 8%.

Tier 3,

- Those employees hired on or after January 1, 2013 shall pay 50% of normal cost as determined by CalPERS.

Effective January 1, 2016, all Tiers, 1, 2, and 3 s in this unit shall pay an additional 1% towards the employers share consistent with CalPERS 20516 contract amendment requirements.

6.1.2 The City provides the 1959 Survivor's Security Benefit as specified in the Government Code, Section 20862.8.

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

6.1.4 The City shall maintain the PERS single highest year option for all employees hired before December 4, 2012. All employees hired on or after December 5, 2012, the PERS rate is based on the highest three year average.

ARTICLE VII

ASSOCIATION RIGHTS AND SECURITY

7.1 Communications

7.1.1 The Association shall have the right to reasonable use of bulletin boards and City conference rooms and other facilities, to the extent that such usage does not interfere with official City use. The Association may be charged reasonable costs in conjunction with such use, consistent with normal City policy.

7.2 Association Officers and Official Representatives

7.2.1 City employees who are official representatives or officers shall be given reasonable time off with pay to meet and confer or consult in scheduled meetings with management representatives. Association representatives designated by the Association (maximum of four) shall be granted a reasonable amount of release time for the processing of grievances. The City shall accrue no overtime or other costs resulting from the exercise of this right. Representatives shall be released to process grievances only upon authorization of their supervisor. If the supervisor is unable to release the representative for the time requested, the supervisor shall arrange a release time as soon as practicable thereafter. Whenever an employee is required to meet with a supervisor and the employee reasonably anticipates that such meeting will involve questioning leading to disciplinary action, he/she shall be entitled to have an Association or other representative present if he/she so requests.

7.3 Access to Employees

7.3.1 Association representatives may have access to employees for purposes related to the administration of this Agreement. Representatives shall receive prior approval before entering City facilities and shall arrange visits during non-working hours. Access shall not interfere with work of the employee. Access to employees shall not be unreasonably withheld.

7.4 Association Leave

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

7.4.2 Employees authorized by the Association President shall be entitled to use work in order to prepare and distribute an Association Newsletter. Such time off shall be taken only with advance approval by the employee's immediate supervisor and the maximum time off allowed, in the

aggregate, shall be ten (10) hours per month. Unused time shall not accumulate for use in future months without prior written approval by the City's Personnel Officer.

7.5 Advance Notice

7.5.1 Except in cases of emergency as provided below in this subsection the Association, if affected, shall be given reasonable advance written notice of any ordinance, resolution, rule or regulation directly relating to matters within the scope of representation proposed to be adopted by the City and shall be given the opportunity to meet with the appropriate management representatives prior to adoption.

7.5.2 In cases of emergency when the foregoing procedure is not practical or in the best public interest, the City may adopt or put into practice immediately such measures as are required. At the earliest practicable date thereafter the Association shall be provided with the notice described in the preceding paragraph and be given an opportunity to meet with the appropriate management representatives.

7.5.3 The City shall provide the Association with a copy of all job announcements. Upon hiring, the City shall provide the Association with the names of all hires within the bargaining unit.

7.5.4 The City shall notify the Association upon the commencement of any reclassification study.

7.6 New Hires

7.6.1 When a person is hired in any classification represented by the Association, the City shall notify that person that the Association is the recognized employee organization of the employees in said classification and make available to that person, a copy of the current Memorandum of Understanding as well as an approved packet of information which has been supplied by the Association.

ARTICLE VIII

WORKING CONDITIONS

8.1 Rest Periods

8.1.1 Each employee shall be granted a fifteen (15) minute rest period with pay in a time and location which will be scheduled by the Supervisor approximately mid-point in first one-half of the employees regular work shift and in the second one-half of the shift. The fifteen (15) minutes shall include from the time when work stops until it resumes. The rest period is to be a recess to be proceeded and followed by an extended work period; thus, it may not be used to cover an employee's late arrival to work or early departure nor may it be taken in conjunction with the lunch hour nor may it be regarded as accumulated if not taken. Rest periods shall be scheduled in such a way as to minimize disruption of the normal work period.

8.2 Training

8.2.1 To the extent practical, Unit employees will be afforded the opportunity to cross train in other departments/functions. The parties specifically acknowledge that cross-training is mutually beneficial and is encouraged.

8.2.2 Entry level unit employees will be provided reasonable job counseling as to training and experience required for advancement. To the extent practical, employees will be allowed to operate equipment on a training basis. No claim for out of classification pay shall be made when training on equipment.

8.2.3 The City will provide necessary hazardous materials training for all employees who may have contact with hazardous materials in the course of their employment.

8.3 Tools

8.3.1 In trades where the tools or equipment are normally owned by the employee, the City may require that the employee furnish his/her own hand tools. In such event, the City will provide a safe place for the storage of said tools.

8.3.2 The employee will give to his/her immediate supervisor an inventory of such tools and/or equipment by September 1 of each year.

8.3.3 The City shall fully compensate all bargaining unit employees for tools and/or equipment which are lost or damaged because of theft, fire, or other catastrophe, provided that such tools are listed in an approved inventory and are stored in a place designated by the City.

8.3.4 The City will provide an annual tool reimbursement allowance of \$500 per fiscal year for employees in the classifications of: Senior Equipment Mechanic, Heavy Equipment Mechanic and Light Equipment Mechanic.

8.4 Work Hours for City Hall Employees

8.4.1 The work hours for employees working in City Hall shall normally be 8:00 a.m. to 5:00 p.m., unless alternative hours are established as outlined below.

8.4.2 A department head may establish alternative work schedules for employees of his/her department.

8.4.3 Any employee or group of employees desiring an alternative schedule may request, in writing, that the department establish such a schedule. Such a request shall be considered by the department head, who may accept or reject it. If such a request is denied, the department head shall explain the reasons.

8.4.4 For purposes of this section, alternative work schedules shall include, but not be limited to:

- a. Alternate Work Week - A biweekly work schedule consisting of eighty (80) hours of work in no fewer than eight (8) work days, and with no more than ten (10) hours scheduled on any work day.
- b. Flex Time Schedule - A weekly work schedule consisting of forty (40) work hours during five (5) work days at other than traditionally scheduled hours for the assigned shift.
- c. Other schedules approved by the department head.

8.4.5 Alternative work schedules may be discontinued by the department head at any time if it is determined that such schedules inhibit the efficiency or maintenance of City operations and/or services. At the request of effected employees, the department head shall meet and discuss the discontinuance of an alternative work schedule prior to terminating the schedule.

8.5 Contracting Out

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

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

8.6 Introduction of New Technology

8.6.1 The City agrees to meet and confer over impacts on the use of new technology. The City retains the right to change technology as needed.

8.7 Reclassification Procedures

8.7.1 Employees who believe that their job duties have materially changed to the extent that their position is no longer properly classified may request that their position be subject to a study.

8.7.2 The request shall be made to the employee's department head. The department head shall forward the request to the City Manager with his/her recommendations to the City Manager within ten (10) working days. The City Manager shall arrange, within ten (10) working days, for whatever job classification study the Manager believes is necessary and appropriate. The study shall be completed within ninety (90) working days. Any recommendations for change in the employee's classification shall be submitted to the City Council for consideration with the submittal of the fiscal year's preliminary budget.

8.7.3 If a recommendation results in the addition of a new classification to the City's Classification Plan, the City shall notify the recognized employee representative and, upon request, meet and confer regarding the salary proposed for the new classification.

8.8 Alternative Transportation Program

8.8.1 The City shall retain the existing Alternative Transportation Program only for those members of the Association who were enrolled on July 1, 2006.

8.9 Probationary Period

8.9.1 New employees and employees promoted are normally eligible for a merit step increase upon satisfactory completion of the twelve (12) month probationary period. Nothing herein shall preclude the City from accelerating the award of merit step increases prior to the completion of probationary periods.

8.10 Other Working Conditions Not Set Forth Herein

8.10.1 Other working conditions not set forth herein for employees covered by this Resolution shall continue as applicable on June 30, 2016 unless determined otherwise by the Woodland City Council in accordance with law or required otherwise by law.

ARTICLE IX

GRIEVANCES

9.1 Grievances

9.1.1 The purpose of the Grievance Procedure is to:

- a. Afford employees a systematic means of obtaining consideration of concerns or problems.
- b. Provide that grievances are settled as near as possible to the point of origin.
- c. Provide that appeals are conducted as informally as possible.

9.1.2 Any alleged violation of this agreement or the Personnel Rules and Regulations, any alleged improper treatment of an employee, or any decision affecting an employee's employment is considered to be a matter subject to review through the grievance procedure (except as they relate to disciplinary matters as set forth in Rule 14).

9.2 Grievance Procedures

9.2.1 Step One - An attempt must be made to resolve all grievances on an informal basis between the employee and the immediate supervisor. It is the responsibility of the employee and the immediate supervisor. It is the responsibility of the employee to initiate this process within ten (10) calendar days of the date when the aggrieved action or incident became known to the employee.

9.2.2 Step Two - If the grievance is not satisfactorily resolved on an informal basis, the grievance is submitted in writing to the employee's immediate supervisor within ten (10) calendar days after the informal decision of the immediate supervisor. The supervisor must deliver his/her answer in writing to the employee within ten (10) calendar days after receiving the appeal.

9.2.3 Step Three - If the grievance is not satisfactorily resolved at the second step, the employee shall present the grievance to his/her supervisor's immediate supervisor within ten (10) calendar days after receipt of the written decision of his/her supervisor. The supervisor receiving the appeal shall render a decision, in writing, and return it to the employee within ten (10) calendar days after receiving the appeal.

9.2.4 Step Four - If the grievance is not satisfactorily resolved at the third step, it shall be submitted in writing to the department head within ten (10) calendar days after the supervisor's decision in writing to the employee within ten (10) calendar days after submission of the grievance to the department head.

9.2.5 Step Five - If the grievance is not satisfactorily resolved at the fourth step, it shall be submitted in writing to the Personnel Officer within ten (10) calendar days after the department

head's answer is received. The Personnel Officer may designate a fact-finding committee, an officer not in the normal line of supervision, or the Personnel Board to investigate and provide advice concerning the appeal. The Personnel Officer shall render a decision in writing to the employee within twenty (20) calendar days after receiving the appeal.

9.2.6 Unit employee may request that the service of the California Mediation and Conciliation Service be used prior to the Step Five of this rule. If utilized, the mediator shall attempt to mediate a settlement to the grievance. If the grievance is not solved through the mediation, it shall then proceed to the Fifth Step. All time limits of the grievance procedure shall be waived pending completion of the mediation process. At the end of the process, time limits shall be reinstated.

9.3 Conduct of Grievance Procedure

9.3.1 Time limits specified above may be extended to a definite date by mutual agreement of the employee and the reviewer concerned.

9.3.2 The employee may request the assistance of another person of his/her own choosing in preparing and presenting his/her appeal to any level of review.

9.3.3 The employee and his/her representative shall be privileged to use a reasonable amount of work time as determined by the appropriate department head or supervisor in conferring about and presenting the appeal.

9.3.4 Employee shall be assured freedom from reprisal for using the grievance procedure.

9.3.5 Grievance documents shall be filed separately from an employee's personnel file.

ARTICLE X

SAFETY

10.1 Safety

10.1.1 The City agrees to provide a place of employment which shall be safe and healthful for the employees therein and shall furnish and use safety devices and safeguards, and shall adopt and use methods and processes adequate to render such places of employment safe and healthful; and shall do every other thing necessary to protect life, health and safety of such employees. The City shall repair and maintain every place of employment as to render it safe and healthful. The term "safe and healthful" or "safety and health" as applied to employment or place of employment shall include conditions and methods of sanitation and hygiene necessary for the protection of the life, health and safety of employees.

In accordance with the requirements of the Occupational Safety and Health Act of 1970, it shall be the exclusive responsibility of the employer to ensure the safety of its employees and compliance by them with the safety rules herein.

10.1.2 The City agrees that all machinery, equipment and facilities the City furnishes shall meet with all required legal standards of safety and sanitation.

10.1.3 Accident records shall be kept and maintained by the City and shall be made available on request to departmental safety committees.

ARTICLE XI

OTHER COMPENSABLE ITEMS NOT SET FORTH HEREIN

11.1 Other Compensable Items Not Set Forth Herein

11.1.1 Other items not set forth herein which are compensable as terms and conditions of employment of the employees covered by this Resolution shall continue to be compensated by the City of Woodland at the rate applicable on June 30, 2016 unless determined otherwise by the Woodland City Council in accordance with law or required otherwise by law.

**ARTICLE XII
INTEREST CARDS**

12.1 Interest Cards

12.1.1 The City shall establish a system whereby current employees may submit interest cards providing notice of their interest in transfer and/or promotional opportunities.

PASSED AND ADOPTED THIS ____19th____ day of __July_____, 2016 by the following vote:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

Mayor

STATE OF CALIFORNIA)

COUNTY OF YOLO)

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

DATED: _____, 2016

Ana Gonzalez, Woodland City Clerk

Exhibit A
City of Woodland
General Services Unit

Salary Range Schedule
Effective June 30, 2016

Exhibit A					
Current Salary					
Range	A	B	C	D	E
28	\$2,455.37	\$2,578.13	\$2,707.04	\$2,842.40	\$2,984.52
29	\$2,516.75	\$2,642.59	\$2,774.73	\$2,913.46	\$3,059.14
32	\$2,710.27	\$2,845.78	\$2,988.07	\$3,137.47	\$3,294.35
33	\$2,778.03	\$2,916.93	\$3,062.78	\$3,215.91	\$3,376.70
34	\$2,847.48	\$2,989.85	\$3,139.34	\$3,296.31	\$3,461.13
35	\$2,918.66	\$3,064.60	\$3,217.83	\$3,378.72	\$3,547.66
36	\$2,991.63	\$3,141.22	\$3,298.29	\$3,463.20	\$3,636.36
37	\$3,066.42	\$3,219.75	\$3,380.73	\$3,549.77	\$3,727.25
39	\$3,221.66	\$3,382.74	\$3,551.88	\$3,729.47	\$3,915.95
40	\$3,302.20	\$3,467.32	\$3,640.67	\$3,822.71	\$4,013.85
41	\$3,384.75	\$3,553.99	\$3,731.69	\$3,918.27	\$4,114.19
42	\$3,469.37	\$3,642.85	\$3,824.98	\$4,016.24	\$4,217.04
43	\$3,556.11	\$3,733.91	\$3,920.61	\$4,116.65	\$4,322.48
44	\$3,645.01	\$3,827.27	\$4,018.63	\$4,219.56	\$4,430.54
45	\$3,736.14	\$3,922.95	\$4,119.09	\$4,325.05	\$4,541.30
46	\$3,829.54	\$4,021.02	\$4,222.07	\$4,433.18	\$4,654.83
47	\$3,925.28	\$4,121.54	\$4,327.62	\$4,544.00	\$4,771.21
48	\$4,023.41	\$4,224.58	\$4,435.81	\$4,657.60	\$4,890.48
49	\$4,124.00	\$4,330.20	\$4,546.70	\$4,774.05	\$5,012.74
50	\$4,227.10	\$4,438.45	\$4,660.37	\$4,893.39	\$5,138.06
51	\$4,332.78	\$4,549.42	\$4,776.89	\$5,015.73	\$5,266.52
52	\$4,441.10	\$4,663.15	\$4,896.31	\$5,141.12	\$5,398.18
53	\$4,552.12	\$4,779.73	\$5,018.71	\$5,269.65	\$5,533.13
54	\$4,665.92	\$4,899.23	\$5,144.18	\$5,401.39	\$5,671.46
55	\$4,782.57	\$5,021.70	\$5,272.79	\$5,536.42	\$5,813.24
56	\$4,902.14	\$5,147.24	\$5,404.61	\$5,674.84	\$5,958.58
57	\$5,024.69	\$5,275.93	\$5,539.72	\$5,816.70	\$6,107.54
58	\$5,150.31	\$5,407.83	\$5,678.21	\$5,962.13	\$6,260.23
59	\$5,279.07	\$5,543.01	\$5,820.17	\$6,111.18	\$6,416.74
60	\$5,411.04	\$5,681.60	\$5,965.68	\$6,263.96	\$6,577.16
62	\$5,684.98	\$5,969.23	\$6,267.69	\$6,581.07	\$6,910.13
63	\$5,827.10	\$6,118.45	\$6,424.37	\$6,745.59	\$7,082.87
67	\$6,432.03	\$6,753.63	\$7,091.31	\$7,445.88	\$7,818.17

Exhibit A (continued)

Effective July 1, 2016 (2% COLA and STEP F = 0)

Range	A	B	C	D	E	F
28	\$2,504.48	\$2,578.13	\$2,707.04	\$2,842.40	\$2,984.52	\$2,984.52
29	\$2,567.09	\$2,695.45	\$2,830.22	\$2,971.73	\$3,120.32	\$3,120.32
32	\$2,764.47	\$2,902.69	\$3,047.84	\$3,200.22	\$3,360.23	\$3,360.23
33	\$2,833.59	\$2,975.26	\$3,124.04	\$3,280.23	\$3,444.24	\$3,444.24
34	\$2,904.43	\$3,049.65	\$3,202.13	\$3,362.23	\$3,530.35	\$3,530.35
35	\$2,977.04	\$3,125.89	\$3,282.19	\$3,446.29	\$3,618.61	\$3,618.61
36	\$3,051.46	\$3,204.04	\$3,364.25	\$3,532.46	\$3,709.09	\$3,709.09
37	\$3,127.75	\$3,284.14	\$3,448.35	\$3,620.77	\$3,801.80	\$3,801.80
39	\$3,286.09	\$3,450.39	\$3,622.92	\$3,804.06	\$3,994.27	\$3,994.27
40	\$3,368.25	\$3,536.66	\$3,713.49	\$3,899.16	\$4,094.13	\$4,094.13
41	\$3,452.45	\$3,625.07	\$3,806.33	\$3,996.64	\$4,196.48	\$4,196.48
42	\$3,538.76	\$3,715.71	\$3,901.48	\$4,096.56	\$4,301.38	\$4,301.38
43	\$3,627.23	\$3,808.59	\$3,999.02	\$4,198.98	\$4,408.93	\$4,408.93
44	\$3,717.91	\$3,903.81	\$4,099.00	\$4,303.95	\$4,519.15	\$4,519.15
45	\$3,810.86	\$4,001.41	\$4,201.47	\$4,411.55	\$4,632.13	\$4,632.13
46	\$3,906.13	\$4,101.44	\$4,306.51	\$4,521.84	\$4,747.93	\$4,747.93
47	\$4,003.79	\$4,203.98	\$4,414.18	\$4,634.88	\$4,866.63	\$4,866.63
48	\$4,103.88	\$4,309.07	\$4,524.53	\$4,750.76	\$4,988.29	\$4,988.29
49	\$4,206.48	\$4,416.80	\$4,637.64	\$4,869.53	\$5,113.00	\$5,113.00
50	\$4,311.64	\$4,527.22	\$4,753.58	\$4,991.26	\$5,240.82	\$5,240.82
51	\$4,419.43	\$4,640.40	\$4,872.43	\$5,116.05	\$5,371.85	\$5,371.85
52	\$4,529.92	\$4,756.41	\$4,994.24	\$5,243.95	\$5,506.14	\$5,506.14
53	\$4,643.16	\$4,875.32	\$5,119.09	\$5,375.04	\$5,643.79	\$5,643.79
54	\$4,759.24	\$4,997.21	\$5,247.06	\$5,509.42	\$5,784.89	\$5,784.89
55	\$4,878.22	\$5,122.14	\$5,378.24	\$5,647.15	\$5,929.51	\$5,929.51
56	\$5,000.18	\$5,250.19	\$5,512.70	\$5,788.33	\$6,077.75	\$6,077.75
57	\$5,125.19	\$5,381.45	\$5,650.52	\$5,933.04	\$6,229.69	\$6,229.69
58	\$5,253.32	\$5,515.98	\$5,791.78	\$6,081.37	\$6,385.44	\$6,385.44
59	\$5,384.65	\$5,653.87	\$5,936.57	\$6,233.40	\$6,545.08	\$6,545.08
60	\$5,519.26	\$5,795.23	\$6,084.99	\$6,389.24	\$6,708.70	\$6,708.70
62	\$5,798.68	\$6,088.61	\$6,393.04	\$6,712.70	\$7,048.33	\$7,048.33
63	\$5,943.64	\$6,240.82	\$6,552.86	\$6,880.50	\$7,224.52	\$7,224.52
67	\$6,560.67	\$6,888.71	\$7,233.14	\$7,594.80	\$7,974.54	\$7,974.54

Exhibit B

Classifications Provided Uniforms at City Expense

Electrical / Signs & Markings Supervisor
Environmental Compliance Inspector I/II
Environmental Compliance Specialist
Equipment Service Clerk
Equipment Service Worker
Facility Maintenance Worker I/II/III
Heavy Equipment Mechanic
Industrial Electrical/Electronics Technician
Laboratory Technician I/II
Light Equipment Mechanic
Maintenance Supervisor
Maintenance Worker I/I/III/Sr.
Meter Services Technician
Park Maintenance Worker I/II/Sr.
Senior Equipment Mechanic
Senior Signs and Markings Tech
Senior Water System Operator
Signs and Markings Tech I/II
Traffic Signal / Street Lights Technician
Treatment Plant Mechanic
Tree Trimmer I/II/Sr.
Utilities Maintenance Supervisor
Utilities Maintenance Worker I/II/III/Sr. (Water and
Sewer)
Water / Wastewater Instrumental Technician
Water Pollution Control O-I-T
Water Pollution Control Operator I/II/III/IV
Water Systems Operator I/II

Legislation Text

4.

File #: 16-800, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Woodland Professional Firefighters Association MOU Agreement

Recommendation for Action: Staff recommends that the City Council Adopt Resolution No. _____, ratifying a three-year Memorandum of Understanding with the Woodland Professional Firefighters Association, covering the period from July 1, 2016 through June 30, 2019.

Staff ContactSheila McShane, HR Manager - (530) 661-5807, Sheila.mcshane@cityofwoodland.org**Fiscal Impact**

The recommended action would result in a new three-year labor agreement between the City and the Woodland Professional Firefighters Association (WPFA). The average annual cost of the new agreement is estimated at \$7,017,000 per year and represents an average annual increase of \$207,000 (3.04%) over the prior agreement, and \$17,000 per year (0.25%) over the city's baseline budget forecast. The year-one costs of the proposed contract are within the cost estimates included in the FY2016/17 adopted budget. The costs of this contract are almost entirely funded by the city's General Fund.

Background

The previous agreement between the City of Woodland and the Woodland Professional Firefighters Association (WPFA) expired on June 30, 2016. The prior agreement implemented significant concessions and included structural changes specific to health insurance and pension benefits that resulted in significant budgetary savings as well as mitigating City's exposure to future cost increases.

The City and the WPFA entered into negotiations in May, and reached a tentative agreement on June 23rd. The tentative agreement was discussed with the City Council in closed session on July 5th and ratified by the WPFA membership on July 12th. Tonight's City Council action would formally ratify the terms of the new three-year agreement with the WPFA.

Discussion

The new three-year labor agreement between the City and the WPFA represents a successor contract to the four-year agreement that expired June 30, 2016. Both parties negotiated in good-faith starting with a discussion of goals and objectives, followed by an exchange of specific proposals.

Staff believes that the resulting labor agreement reached with the WPFA is consistent with direction and authority provided by the City Council in terms of both overall budget impacts and, significantly, maintaining

and building upon the structural reforms identified as necessary to advance the Council's goal related to long-term fiscal stability. At the same time, the agreement has been structured to assist with the recruitment and retention of fire department personnel charged with provision of essential city services related to fire and emergency medical response, fire prevention and emergency preparedness.

The following table summarizes the major terms of the negotiated agreement:

		Year 1	Year 2	Year 3
		FY2016/17	FY2017/18	FY2018/19
Salary Adjustments:	July 1		2.0%	2.0%
	Jan. 1	3.0%	2.0%	
Health Insurance:	Monthly Premium	\$ 1,899.30	\$ 1,994.20	\$ 2,094.00
	% Change	-4.6%	5.0%	5.0%
	<i>Includes language providing City with option to explore providing insurance outside of PEHMCA (CalPERS)</i>			
Retiree Medical Reopen	<i>Contributions for Medicare-Eligible Retirees to be based on</i>			
By 12/31/17	<i>Medicare Premiums</i>			
	<i>Retiree health Savings Plans</i>			
	<i>Access to City Dental / Vision Plans</i>			
Selected Other Provisions	<i>Compensatory Time</i>			
	<i>Education / Training Leave</i>			
	<i>Concurrent Scheduled Leaves</i>			

Conclusion

Staff recommends that the City Council adopt the Resolution No _____, to implement a three-year agreement (July 1, 2016 through June 30, 2019) with the Woodland Professional Firefighters Association.



Paul Navazio
City Manager

Attachment:

- 1) Resolution
- 2) Woodland Professional Firefighters Association Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING
CONCERNING
FIRE EMPLOYEES OF THE CITY OF WOODLAND

The City of Woodland and the Woodland Professional Firefighters' Association (IAFF Local 4029, AFL-CIO), representing employees of the City of Woodland in the classifications of Firefighter, Fire Engineer, Fire Prevention Specialist, and Fire Captain by and through their authorized representatives, hereby ratify as and for a memorandum of understanding the attached Resolution entitled "A Resolution of the City Council of the City of Woodland Approving Certain Terms and Conditions for Fire Employees" and the exhibits appended hereto, and recommend that the same be adopted by the City Council of the City of Woodland. Provisions outlined in this Resolution shall be incorporated into the City's adopted Personnel Rules and thereafter the attached Resolution shall be used for the purpose of interpreting the specific rules and regulations addressed. In resolving questions of interpretation the Resolution shall in all cases be the primary source.

DATED: _____, 2016

Woodland Professional
Firefighters' Association

The City of Woodland
by direction of the City Council

Ss: Eric Zane, President

Ss: Paul Navazio, City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WOODLAND APPROVING
CERTAIN TERMS AND CONDITIONS FOR FIRE EMPLOYEES

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ARTICLE I

GENERAL PROVISIONS

1.1 Application

- 1.1.1 This Resolution applies to the employees employed by the City of Woodland in the classifications of Firefighter, Fire Engineer, Fire Prevention Specialist I, Fire Prevention Specialist II and Fire Captain all of whom are represented by the Woodland Professional Firefighters' Association (IAFF Local 4029, AFL-CIO).

1.2 Term

Except where the context otherwise determines or otherwise provides, the provisions of this Resolution shall apply from July 1, 2016 to June 30, 2019, and for such reasonable time thereafter as may be required to ratify, revise and supersede such provisions by action taken by the Woodland City Council after good faith negotiations pursuant to the Meyers-Milias Brown (MMB) Act.

- 1.2.2 The City and Association agree to begin negotiations for the period beginning July 1, 2019, no later than April 1, 2019. During the month of April 2019, the City and Association shall meet for the purpose of facilitating the finding of facts regarding wages and benefits to be included in a salary survey. For purposes of salary comparison, the information listed in Attachment 1 shall be used. When conducting the salary survey, the position of Firefighter shall be used for comparison. Total compensation for comparable agencies shall be based upon an existing contract or MOU and shall account for any adjustments in the total compensation effective on or before July 1, 2019.

1.3 Purpose

The purpose of this Resolution is to provide certainty in payment of employee compensation over a three-year period and to provide clarification of employee working conditions.

1.4 Severability

In the event that any provision of this Resolution shall at any time be declared invalid by a court of competent jurisdiction or by governmental regulations or decrees, such decision shall not invalidate the entire Resolution. It is the expressed intention of both the Association and the City that all other provisions not declared invalid shall remain in full force and effect.

1.5 Peaceful Performance

- 1.5.1 The Association agrees that during the term of this Memorandum of Understanding neither it nor the employees it represents will engage in, encourage, sanction, support, any: strikes; mass resignations; mass absenteeism; picketing which would involve suspension of or interference with normal work of this department; or any other similar actions which would involve suspension of or interference with emergency work of this department. This clause will specifically expire on June 30, 2019.

ARTICLE II COMPENSATION

2.1 Salary

- 2.1.1 During the term of this agreement, represented employees shall receive the following increases:

Effective January 1, 2017 a 3% salary increase shall be conferred to the salary range in each of the classification in this unit (Exhibit A)

Effective July 1, 2017 a 2% salary increase shall be conferred to the salary range in each of the classification in this unit (Exhibit A)

Effective January 1, 2018 a 2% salary increase shall be conferred to the salary range in each of the classification in this unit (Exhibit A)

Effective July 1, 2018 a 2% salary increase shall be conferred to the salary range in each of the classification in this unit (Exhibit A)

2.2 Recruit Firefighter Salary

- 2.2.1 For all newly employed Firefighters who have not attended an academy, the City shall make all reasonable attempts to coordinate the hire date of recruit Firefighters with a date on or about the beginning date of a basic Firefighters academy. While attending the academy, recruit Firefighters shall be compensated at a rate of ten percent (10%) less than Firefighter step A. A newly employed Firefighter shall be compensated at this rate for a period not to exceed 14 calendar weeks from the initial date of hire (2 weeks Department orientation and 12 weeks academy attendance). Thereafter, the Firefighter shall be compensated at Firefighter step A.

2.3 Educational Incentive Program

- 2.3.1 Employees who qualify for and possess the following certifications awarded by the Office of the State Fire Marshal or a diploma awarded by an accredited College/University for fire service shall receive additional compensation as set forth below:

Fire Officer	2.0%	Fire Prevention	1.0%
Chief Officer	2.0%	Fire Science Certificate	1.0%
App. Operator	1.0%	A.A. Degree	2.0%
Fire Investigator I	1.0%	B.A. Degree	+0.5%
Fire Investigator II	1.0%	Firefighter II	1.0%
Fire Protect. Specialist	2.0%	Public Education Officer	1.0%
HAZMAT Tech.	2.5%	(in addition to AA)	

Amounts payable in this program are cumulative but may not exceed a total of 5%.

Note: Upon completion of all courses required (not including the task books) for the certification the employee will be eligible for Incentive pay.

2.4 Uniform Allowance

- 2.4.1 Each represented employee shall receive a monthly uniform allowance of \$75.00. Employees are responsible for purchasing safety footwear and NOMEX uniform pants/shirts as a part of the uniform allowance set forth herein. All represented sworn employees are required to wear the full NOMEX uniform.

- 2.4.2 All newly hired employees will receive an annual advance of their uniform allowance (\$900) and will not receive the \$75.00 monthly allowance until completion of 12 months of employment.

2.4.2.1 Employees who leave during probation, may, at the City's option, be required to return purchased uniform items.

2.5 Extra Duty

- 2.5.1 Overtime is all extra duty required by the Department of off duty personnel, including but not limited to call back for emergencies, extra shifts of duty, continuation of shift, training & meetings, special assignments, and all overtime not otherwise provided herein.

- 2.5.2 Employees authorized or ordered by the Fire Chief, or his representative, to work on call back to duty or extra shifts or duty, whether emergency or non-emergency, shall be compensated for such work at one and one half times (1.5) their individual rate of pay (IRP). Employees who are not continuing a shift or who are not due to commence a shift eminently shall be compensated for a minimum of two hours of overtime. Exception: employees shall be compensated for a minimum of four (4) hours of overtime for emergency callbacks.

- 2.5.3 Employees authorized or ordered by the Fire Chief, or his representative, to work on continuation of shift, training, meetings, special assignments, and all overtime not otherwise provided herein, shall be compensated for such work on an hour for hour basis at the rate of one and one half times (1.5) their individual rate of pay (IRP). Continuation of shift shall not exceed one hour per occurrence.
- 2.5.4 A rotation list shall be established by the Fire Chief, or his representative, to assure impartiality in extra duty assignments.
- 2.5.5 Gear Movement. Employees will be compensated .5 hour at the applicable overtime rate for moving their equipment from one station to another.
- 2.5.6 Hold Over. If an employee is held over on their shift, employee will be compensated for at least 1 hour of pay at the applicable overtime rate. This hour does not include the .5 hour of applicable overtime for Gear Movement.
- 2.5.7 Court Time. All represented employees called back to duty or required to appear in court for hours not contiguous to their shift shall be compensated at one and one-half (1-1/2) times their regular hourly rate of pay for four (4) hours or the number of hours actually spent on duty or in court, whichever is greater.
- 2.5.8 Employees who are served a subpoena for a criminal matter will call their individual voice mail box to determine if the appearance has been canceled or continued to another date and time. The call must be made before the scheduled appearance. For the morning calendar, the employee must call by 1700 the prior day for a 9:00 a.m. appearance. For hearings scheduled in the afternoon, the employee must call at 12:00 noon. Afternoon cancellations and continuances will be made by 12:00 noon.

If canceled or continued to another day or another time, the Court Liaison, the District Attorney, or Department representative will leave a message to that effect on your individual voice mailbox. If the employee is not canceled, the employee is required to make the appearance as directed on the subpoena.

The Court Liaison Unit is required to maintain accurate records of all subpoenas issued. These records include subpoenas canceled and continued. These records are presumed to be accurate based on the track record of the Court Liaison Unit. These records will be used to verify claims for compensation for all court appearances. Employees who dispute Court Liaison records may rebut the presumption with proper proof to the Battalion Chief. The Battalion Chief's findings are final.

If an employee makes an appearance for a case which has been canceled or continued and the message was delivered by the Court Liaison, the District Attorney or the Department representative to the employee's primary contact number in the time frames described above, there is no compensation for that appearance.

2.6 Compensating Time Off

- 2.6.1 The Fire Chief shall maintain a compensating time-off program for represented employees. The program shall enable Fire Operations Shift employees to accumulate a bank of up to ninety-six (96) hours of overtime hours which the employee does not wish to receive in the form of pay. CTO shall be accrued at the same rate, whether hour for hour or one and one half-hours for one hour, as the employee would have earned had the employee been compensated by pay. Employees on Fire Staff Shift (40 hour per week shifts) shall be able to accumulate up to eighty (80) hours in their compensating time-off bank. Once the maximum amount of compensatory time off is accrued, all additional overtime must be requested for payment. Nothing in this section shall prevent a represented employee from choosing to take pay for overtime or to have overtime hours placed in his/her compensating time off bank unless the maximum accumulation is reached.

2.7 Longevity Pay

- 2.7.1 The City shall pay longevity pay according to the following schedule, payable the last payday before Christmas each year:

10 years	\$225 per year
15 years	\$275 per year
20 years	\$325 per year

2.8 Acting Pay

- 2.8.1 Employees assigned by their supervisor to perform substantially all duties in the next higher level classification shall receive an additional five (5%) percent of their individual rate of pay (IRP) as Acting Pay compensation. For example, a Fire Engineer acting as a Fire Captain.
- 2.8.2 Employees assigned by their supervisor to perform substantially all the duties in a classification above the next higher classification (e.g., two classifications higher), shall receive an additional seven and a half (7.5%) percent of their individual rate of pay (IRP) as Acting Pay compensation. For example, a Firefighter acting as a Fire Captain.

2.9 Bilingual Pay

- 2.9.1 Bilingual employees, as designated in the City's bilingual policy, shall receive additional compensation above their regular salary at the rate of one hundred fifty dollars (\$150.00) per month. City will explore the addition of other languages as appropriate, including sign language to the City Policy by December 31, 2017.

2.10 New Technology

- 2.10.1 The City agrees to meet and confer with the Association upon the proposed introduction of new technology into the work performed by represented members and to negotiate the affect such technology may have on the members if it significantly impacts matters within the scope of representation.

2.11 Hazardous Materials

- 2.11.1 For the term of this agreement, the employees agree to participate in Hazardous Materials Operations. These operations include Level One incidents and the primary responsibility of management and participation in the Decontamination corridor, as part of Yolo County Hazardous Materials Response Team. These operations involve those people in the Woodland Fire Department trained to the Operational Decon level. For those trained to the Technician Level additional duties may be required at the overall Hazmat Scene. It is understood the University of California - Davis Fire Department has the primary responsibility of Entry into the hazardous materials scene in level two and above incidents, that require the activation of the Yolo County HMRT.

2.12 Comparison Agencies

- 2.12.1 The City and Association agree to use the following agencies for compensation comparison purposes: Davis, Lincoln, Lodi, Manteca, Rocklin, West Sacramento and Yuba City.

ARTICLE III

EDUCATIONAL INCENTIVE

3.1 Educational Reimbursement

- 3.1.1 It is the policy of the City to encourage the educational accomplishment of represented employees.
- 3.1.2 City/Department Required Courses. The City shall incur all costs of any education, including conference fees, tuition, travel, meals and lodging, for such education that the City requires a represented employee to attend. For such Department mandated training, the City's "Travel and Travel Reimbursement Policy" shall apply. Normally, career advancement education courses are NOT mandated courses.
- 3.1.3 Education Reimbursement. Represented employees may request up to \$625 reimbursement per fiscal year for job related course work, or course work toward a job related certificate, or course work toward an AA, BA or advanced degree related to the fire service. General education courses, required to receive such a degree shall be eligible for reimbursement.

Reimbursement shall be made in accordance with the City's education reimbursement policy.

- 3.1.4 Generally, attendance of courses certified by the California State Fire Marshal's Office (CSFMO), California Specialized Training Institute (CSTI), and the National Wildland Coordinating Group (NWCG) fall under the provisions of the City's education reimbursement policy (see 3.1.3 above). Other courses may be approved by the program director (i.e., Training Chief for Operations, Fire Marshal for Prevention) and the Fire Chief, or his representative, if the course improves current job skills and abilities or prepares the employee for career advancement. It is understood and agreed that many of these courses come available in short notice, and require payment in advance, therefore the City agrees to provide an exception for represented employees accepted for these courses. The City will permit advance payment of the \$625 education reimbursement benefit for represented employees approved by the program director and the Fire Chief. No more than \$625 per fiscal year shall be paid or reimbursed to any employee under these provisions. Any advance payments received that are not used, shall be returned to the City. Likewise, failure to successfully complete the course or failure to attend the course will require the employee to pay the City back for any advanced payments received.
- 3.1.5 Travel, Meal and Lodging Reimbursements. In addition to tuition, books and fees associated with education reimbursement provided for in paragraphs 3.1.3 and 3.1.4 above, travel meal and lodging costs may be reimbursed. Amounts of reimbursements shall be governed by the City's travel policy. Amounts of all reimbursements per fiscal year shall not exceed \$625.
- 3.1.5 Professional Growth Incentive Program. Employees covered by this Resolution are eligible to participate in the Professional Growth Incentive Program. Employees may receive a reimbursement for professional memberships, subscriptions, professional training (including travel, lodging and parking fees), attainment of academic degrees, and equipment limited to desktop computers or components (memory, hard drives, video cards, power supplies, mother boards), keyboards, monitors, computer mouse(s)/pointing devices, laptop/notebook/tablet computers, printers, City standard suite of office productivity software (currently Microsoft Office Suite), and personal digital assistants (PDA) and accessories, unless considered used mostly for personal entertainment. All such requests require advance approval by the City. Maximum reimbursement per fiscal year per employee shall be \$625.00.
- 3.1.6 The \$625 maximum applies to both Professional Growth and Education Reimbursement. In no instance will an employee be reimbursed more than a total \$625 per fiscal year for Professional Growth Incentive Program or Education Reimbursement.
- 3.1.7 Education Leave of up to 96 hours per year shall be granted for all approved courses/classes. Education leave will be administered as concurrent schedule leave in Section 6.5.1.

3.2 Certification Board

- 3.2.1 A Certification Board shall be maintained as a standing committee within the Department. The Board shall recommend training and educational requirements required for promotion to the rank of Engineer and Captain. The Board shall further recommend training and educational requirements for all Firefighters, Engineers, and Captains necessary to maintain certification and proficiency at the employee's present rank. It shall further be the duty of the Board to monitor the training and performance of probationary employees and to provide advice and recommendations to the Chief regarding appointment to or rejection of appointment to permanent status of probationary employees.
- 3.2.2 The Certification Board shall be comprised of two Firefighters, two Engineers, and two Captains appointed by the Association and the Fire Battalion Chiefs.

ARTICLE IV

MEDICAL AND RELATED BENEFITS

4.1 Medical Insurance

- 4.1.1 The City shall make available to all unit employees, the medical insurance program. Employees shall have the option of enrolling in any of the medical plans provided by the City. .
- 4.1.2 For Employees **hired before July 1, 2006**, the City provides a two tier medical benefits program:
- Tier One: Employee Only and Employee plus One
 - Tier Two: Employee plus Family
- 4.1.2.1 Employees hired on or before July 1, 2006 who provide proof of dual coverage under any other group medical insurance programs may decline to accept medical coverage. These employees shall be eligible for a payment of \$565 per month.
- 4.1.2.2 Employees hired on or before July 1, 2006 who are enrolled in medical insurance programs shall be entitled to receive payment of the difference between the cost of the medical plan and the monthly amount listed below based on the tier in which the employee is enrolled; however, in no case shall the differences paid exceed the amounts provided below:
- Tier One: Employee Only and Employee plus One \$810
 - Tier Two: Employee plus Family \$1060

The City will pay a flat amount for medical coverage based on the chart below:

Effective	Employee Only	Employee Plus One	Family
January 1, 2017	\$1,461.01	\$1,461.01	\$1,899.32

January 1, 2018	\$1,534.06	\$1,534.06	\$1,994.29
January 1, 2019	\$1,610.76	\$1,610.76	\$2,094.00

4.1.3 For Employees **hired on or after July 1, 2006**, the City provides a three tier medical benefits program:

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

4.1.3.1 Employees hired on or after July 1, 2006 who provide proof of dual coverage under any other group medical insurance programs may decline to accept medical coverage. These employees shall be eligible for a payment of \$405 per month.

4.1.3.2 Employees hired on or after July 1, 2006 who are enrolled in medical insurance programs shall be entitled to receive payment of the difference between the cost of the medical plan and the monthly amount listed below based on the tier in which the employee is enrolled; however, in no case shall the differences paid exceed the amounts provided below:

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

The City will pay a flat amount for medical coverage based on the chart below:

Effective	Employee Only	Employee Plus One	Family
January 1, 2017	\$730.51	\$1,461.01	\$1,899.32
January 1, 2018	\$767.04	\$1,534.06	\$1,994.29
January 1, 2019	\$805.39	\$1,610.76	\$2,094.00

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

Effective **July 1, 2016 through December 31, 2016**, the City shall contribute the following amounts towards employee medical insurance coverage and cafeteria plan benefit:

Tier	Medical Benefit	Cafeteria Plan Benefit	Total Benefit
Employee only	\$12800	Note 3	\$730.51
Employee plus one	\$12800	Note 3	\$1461.01
Employee plus family	\$128.00	Note 3	\$1899.32

- Note 1: Per paragraph 4.1.2 above, employees hired before July 1, 2006 who qualify for the "Employee Only" tier shall receive medical insurance coverage and cafeteria plan benefit equal to the "Employee plus One" tier.
- Note 2: The Medical Benefit will be equal to the minimum established by the CalPERS Board (currently \$122.00 from the January 2017 table). It is anticipated that this amount will be adjusted annually based on changes to the medical component of the CPI.
- Note 3: Cafeteria Plan benefit will be equal to the difference between the Medical Benefit and the Total Benefit.

4.1.4.5 Employees enrolled in medical insurance programs shall be entitled to receive payment of the difference between the cost of a medical plan and the monthly allowances provided in paragraph 4.1.4 above for the respective tier in which they are enrolled. However, in no case shall the differences paid exceed the amounts provided in paragraph 4.1.4.1 above.

4.2 Long Term Disability Insurance

- 4.2.1 The Association shall provide a long term disability program for Unit members. Amounts designated as LTD premiums by the Association shall be paid to the Association by the City through payroll deduction. The City's sole responsibility in the operation of the long term disability insurance program shall be to deduct the amounts specified by the Association. The Association shall hold harmless and indemnify the City for any liability as a result of implementation of this long term disability insurance program.

Should the Association's LTD plan become unavailable, the City and Association agree to reopen negotiations on this section.

4.3 Dental Insurance

- 4.3.1 The City shall continue in effect its self-insurance group dental plan for all represented employees. The maximum annual reimbursement shall be two thousand (\$2000) per covered person.
- 4.3.2 City shall continue to provide employees identified in Section 1.1 of this Resolution and any eligible dependents, coverage in the City's dental insurance plan provided to other employees. The benefit shall be paid by the City except where the plan requires the employee to pay a deductible or co-payment.

4.4 Vision/Optical Insurance

- 4.4.1 The City agrees to maintain in effect the vision insurance program for all unit employees. The plan shall be Medical Eye Services, Fifteen (\$15) Dollar deductible.

4.5 Life Insurance

- 4.5.1 The City shall maintain in effect life insurance for all unit employees at thirty thousand (\$30,000) dollars.

4.6 Medical Insurance Upon Retirement

- 4.6.1 Employees who retire from the City may be eligible for Medical Insurance in accordance with the CalPERS Medical Plan (or designated Plan). Dental, Vision and Long Term Disability Insurance is not provided to retirees. The City shall explore allowing retirees to purchase dental and vision at the city rate. A decision shall be made by December 31st, 2017.
- 4.6.2 For employees who were **hired before July 1, 2006**, with ten (10) or more years of service who either retire and are eligible to receive benefits under the City's PERS plan or retire for disability under PERS shall be eligible for continued health and life insurance coverage subject to the following terms and conditions:
- 4.6.2.1 Employees 50 years old or older who separate from City service but postpone application to receive PERS retirement benefits must pay the premiums for any continued insurance coverage until the application for benefits is approved;
- 4.6.2.2 Insurance benefits levels to retirees will be equal to the schedule reflected in paragraph 4.1.4 above. Retirees who were hired on or before July 1, 2006, will receive a benefit equal to the "Total Benefit" reflected in 4.1.4 above; however, provisions of paragraphs 4.1.B.1 and 4.1.3.2 do not apply to retired employees.
- 4.6.2.2.1 Retirees who were hired prior to July 1, 2006 have a vested right to receive full medical insurance benefits in retirement equal to the total medical benefit provided to active employees. In the immediate case, such retirees shall receive the combined value of the medical benefit and the cafeteria plan benefit to equal the total benefit. In future cases, should the City again restructure its health care benefits, such retirees shall continue to receive the full value provided to active employees for health benefits irrespective of how they may subsequently be structured.
- 4.6.2.3 Life Insurance will be continued with the same benefit level and conditions as active employees except as adjusted according to the schedule outlined in the City's "Life Insurance Outline of Benefits" or in any modifications or other plans that replace the current plan;
- 4.6.2.4 Health Insurance coverage will be coordinated with Medicare when retirees become eligible; and
- 4.6.2.5 Dental, Vision and Long Term Disability Benefits will not be offered or provided to retirees. Unless both the WPFA and City agree to offer Dental and Vision to retirees as expressed in 4.6.1
- 4.6.3 Employees who were **hired on or after July 1, 2006**, will receive medical insurance benefits in retirement as follows:

- 4.6.3.1 Insurance benefits levels to retirees who were hired after July 1, 2006, will receive a benefit equal only to the “Medical Benefit” reflected in 4.1.4 above; however, provisions of paragraphs 4.1.2.1 and 4.1.2.2 do not apply to retired employees.
- 4.6.3.2 Retirement Health Savings Plan. The City of Woodland has established a program in which employees participate to save, on a tax deferred basis, money to help pay the cost of healthcare once an individual retires. The Retirement Health Savings Plan (RHSP) may be used for medical, dental and vision care as well as other healthcare expenses.
 - 4.6.3.2.1 For employees hired on or after July 1, 2006, participation in the City’s RHSP is mandatory.
 - 4.6.3.2.2 Contributions: The City shall contribute \$50 per month to the employee’s RHSP account; likewise, the employee shall contribute \$50 per month to their RHSP account. These contributions shall start after an employee has successfully completed their initial probationary period. However, upon successful completion of probation, the City shall contribute a lump sum of \$50 per month for each month served in the employee’s initial probation.
 - 4.6.3.2.3 Initial Probationary Period. During an employee’s initial probationary period with the City, neither the employee nor the City shall contribute to the employee’s RHSP account. The initial probationary period is that probationary period when an employee is first hired. A probationary period is also in effect when an individual changes classification or is promoted to a higher classification; City and employee contributions to RHSP accounts will continue during such promotional probationary periods.
 - 4.6.3.2.4 The City will continue to explore (by 12/31/2017) options to increase the employee/employer share towards the RHSP.
 - 4.6.3.2.5 Conversion of Sick Leave. Once an employee has accrued 500 hours of sick leave, the City shall convert 50% of additional sick leave earned to a cash contribution to an employee’s RHSP account. This results in all sick leave earned above 500 hours being changed to 6 hours per month (versus 12 hours) with the value of 6 hours of salary being contributed to the employee’s RHSP account.
- 4.6.4 The parties agree to meet and explore the city contribution to Medicare eligible retirees over the age of 65 to 80% of the Medicare eligible premium, with a 5% increase per year (consistent with active employees). Deadline is December 31st, 2017.

4.7 Tobacco Products

- 4.7.1 Employees hired after October 2005 shall refrain from the use of all tobacco products during the term of their employment with the City. This section also applies to smokeless tobacco products.

ARTICLE V

HOLIDAYS

5.1 Holidays

- 5.1.1 Represented employees who are scheduled to the 56 hour work-week (Fire Operations Shift) shall be paid for 134.4 hours per year in lieu of holidays payable at the rate of eleven and two tenths (11.2) hours per month. Holiday-In-Lieu payment shall be made at the employees' individual rate of pay (IRP).
- 5.1.2 Represented employees who are scheduled to work a regular 40-hour week shall observe the following holidays:

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

- 5.1.2.1 In addition, each represented employee who is scheduled to work a regular 40-hour week shall have 16 hours added to his/her vacation leave total as of July 1 each year.

ARTICLE VI

VACATION

6.1 Vacation Leave

- 6.1.1 Each represented employee assigned to the Fire Operations Shift shall accumulate vacation leave according to the following table:

<u>Months of Service</u>	<u>Leave Earned Per Month</u>
1-36	11 hours
37-60	13 hours
61-120	15 hours
121-180	18 hours
over 180	21 hours

- 6.1.2 Each represented employee assigned to the Fire Staff Shift (40-hour work week) shall accumulate vacation leave according to the table below:

<u>Years of Service</u>	<u>Vacation Earned Per Month</u>
0 to 3 years	7.7 hours
4 to 5 years	9.7 hours
6 to 10 years	11 hours
11 to 15 years	13 hours
16 years and over	15 hours

6.2 Maximum Accumulation - Vacation Buy-Back

- 6.2.1 Fire Operations Shift employees shall be allowed a maximum accumulation of vacation leave of 624 hours past January 1 of each year. Should an employee request vacation leave within sixty (60) days of reaching the maximum accumulation allowed, and due to staffing needs, the department is unable to grant the vacation time off, the employee shall be granted a sixty (60) day extension within which to take the vacation leave. Provided an employee has submitted a timely vacation request pursuant to this MOU, no employee shall lose accumulated vacation time because of lack of departmental staffing.
- 6.2.2 Fire Operations Shift employees may buy back a maximum of ninety-six (96) hours of vacation per fiscal year provided that the employee has taken/scheduled at least seventy-two (72) hours of vacation during that fiscal year. Fire Operations Shift employee may buy back seventy-two (72) hours or less vacation for fiscal year provided that they have taken/scheduled at least an equal number of vacation hours during that fiscal year. Fire Staff Shift employees may buy back forty (40) hours per fiscal year provided they have taken/scheduled at least an equal number of vacation hours during the fiscal year.

6.3 Minimum and Maximum Vacation Periods

- 6.3.1 Fire Operations Shift employees shall be limited to fifteen (15) separate vacation periods per year with four (4) hours being the minimum vacation period allowed. A multiple shift vacation will be counted as a single vacation. Note: Education Leave will not count towards the fifteen (15) occurrences.

6.4 Annual Vacation Selection Procedure

- 6.4.1 Annual vacation shall be opened for bid starting on November 1 and closing on December 31 of each year for vacation requests for the following calendar year.
- 6.4.2 Departmental seniority governs where more than one employee on the same shift bids the same vacation.
- 6.4.3 Annual vacation bids shall be certified as approved in Telestaff by the City no later than December 31 of each year.
- 6.4.4 Annual vacation applied for on or after January 1 of each year shall be granted on first-come basis and shall be confirmed in Telestaff.

- 6.4.5 All vacations shall be subject to the minimum staffing. The Fire Chief must approve all vacations in Telestaff.

6.5 Concurrent Scheduled Leaves

- 6.5.1 Concurrent Scheduled Leaves for Fire Operations Shift. Two (2) employees on the same shift may take concurrent scheduled leave. Scheduled leave consists of all employee-initiated absences including: vacation, compensatory time, education leave, FMLA, scheduled sick leave, etc. Any City-initiated absences will not be counted against the two-person scheduled leave provision; City-initiated absences include: workers' compensation, 4850 time, vacant positions, etc. A third (3) employee shall be allowed to take concurrent leave so long as no overtime costs accrue with the exception of Comp time. When Comp time is used as Third Person leave, the Comp time must be used in a minimum of 12 hour increments and will not be allowed to create a force hire.

ARTICLE VII

LEAVE

7.1 Sick Leave

- 7.1.1 Sick leave may be used only for non-service connected illness or injury or until entering disability retirement after receipt of Labor Code Section 4850 benefits to the extent of Legal entitlement, as provided in sub-section 8.1.5 of this agreement, titled "Disability Retirement."

7.2 Accumulation and Deduction

- 7.2.1 Each represented employee working the Fire Operations Shift shall accumulate sick leave at the rate of 12 hours per month. Each represented employee assigned to the Fire Staff Shift shall accumulate at the rate of 8 hours per month.
- 7.2.2 Time on sick leave shall be deducted from accumulated sick leave in hourly increments as used.
- 7.2.3 There shall be no limitation on the amount of sick leave which may be accumulated.
- 7.2.4 No lump sum payment shall be made for sick leave upon retirement, resignation, or discharge from employment with the City. Upon service retirement, however, accumulated sick leave shall be added to the length of time served for purposes of determining retirement benefits and shall include sick leave which accumulates during leave for non-service connected illness or injury.

7.3 Bereavement Leave

- 7.3.1 Bereavement leave is to be utilized under the provisions for sick leave.

ARTICLE VIII

PERS RETIREMENT

8.1 Retirement

- 8.1.1 3% @ 50 CalPERS Retirement Formula for City of Woodland Employees hired on or before December 31, 2012 or are Legacy/Classic members as defined by CalPERS. The formula in effect for eligible represented employees hired on or before December 31, 2012 or are new hires to the City of Woodland who are “Legacy/Classic” members as determined by CalPERS is the 3% @ 50 formula with one year final compensation (i.e. highest one-year average pensionable “compensation earnable”).

2.7% @ 55 Retirement CalPERS Retirement Formula for City of Woodland Employees hired on or after January 1, 2013. As mandated by CalPERS, the formula in effect for represented employees hired to the City of Woodland on or after January 1, 2013, and are considered new members as defined by CalPERS is 2.7% @ 55 with average three year compensation.

8.2 Employee Contribution towards Employee Share

- 8.2.1 Employee Contribution for employees on the 3 % @ 50 CalPERS Retirement Formula for City of Woodland Employees hired on or before December 31, 2012 or are Legacy/Classic members as defined by CalPERS.

- Effective July 1, 2013, employees under this formula shall pay 5% of the employee’s PERSable compensation effective July 1, 2014 towards the employee share of CalPERS pension.
- Effective July 1, 2014, employees under this formula shall pay an additional 2% of the employee’s salary for a total of 7% towards the employee share of CalPERS pension.
- Effective July 1, 2015 employees under this formula shall pay an additional 2% of the employee’s salary towards the employee share of CalPERS pension for a total of 9%.

The City will report the amount the City pays towards the employees’ contribution to PERS as special compensation (EPMC) if any.

- 8.2.2 Employee Contribution for employees under the 2.7% @ 55 Retirement CalPERS Retirement Formula for City of Woodland Employees hired on or after January 1, 2013. Employees under this formula shall pay 50% of the normal cost towards CalPERS Pension as required by CalPERS.

- 8.2.3 Additional Employee Contribution towards Employer share per PERS Section 20516 contract amendment by all employees under the 3% @50 Retirement Formula. All employees under the 3% @ 50 retirement formula shall contribute 4% of PERSable salary towards the employer share of PERS retirement pursuant to PERS Code Section 20516 contract amendment.
- 8.2.4 Employee contributions will be paid on a pre-tax basis as allowed by IRS Code Section 414(h)(2).
- 8.2.5 Disability Retirement. After receipt of Labor Code Section 4850 benefits to the extent of legal entitlement, an employee eligible for disability retirement under the Public Employees Retirement System (PERS) rules shall retire on the date set forth in the City's written request to the Public Employees' Retirement System without further use of accumulated sick leave. An employee eligible for both service and disability retirement may choose one or the other.
- 8.2.6 Optional Benefits. The City shall continue its contract with PERS to compute employee's retirement on the highest one (1) years' salary, for Legacy/Classic members. For all members, The City shall continue its contract with PERS to provide for the Fourth Level 1959 Survivors Benefit (Section 21382.5) and the Pre-Retirement Optional Settlement 2 Death Benefit.

ARTICLE IX

WORKING CONDITIONS

9.1 Substitution of Shift

- 9.1.1 Each represented employee assigned to the Fire Operations Shift shall be granted a substitution of shift with pay for any hour(s) or days(s) on which he/she is able to secure another employee to work in his/her place subject to the following provisions:

Substituting of shift(s) must be made in writing and signed by both parties involved in the exchange and their company officers. Requests for exchange of time are subject to the approval of the company officer for Firefighters and Engineers and the Shift Battalion Chief for Captains. Acting status shall not apply for the purposes of this section.

- 9.1.2 The payment of cash or other compensation by one employee to another in exchange for time worked is prohibited.
- 9.1.3 Neither the City nor the superior officer is held responsible for enforcing any agreement made between employees. It is understood that the employee's first responsibility is to his/her position with the City.

- 9.1.4 In no case shall an employee exceed seventy-two (72) hours of consecutive duty. However, by mutual consent, (the employee and the Fire Chief) employees may work up to one hundred ninety two (192) hours of consecutive duty.
- 9.1.5 The person signing the request as the substitute shall assume the responsibility for the requested time. Any failure on the part of the substitute to fulfill his/her obligations shall result in forfeiture of any cost incurred by the City to fill that position. An exception shall be granted for persons scheduled to work a shift trade whose absence due to illness causes a vacancy requiring overtime replacement. Employees shall not be responsible for costs to the City for this replacement; provided, however, unit members may not cancel shift exchanges in favor of sick leave payment.

9.2 Probationary Period

- 9.2.1 To enable the City to exercise sound discretion in filling positions within the Fire Department, no appointment to a position in the Fire Department shall be deemed final and permanent until after the expiration of a period of one year's service. At the discretion of the City Manager, on the recommendation of the Fire Chief, or representative, said one year period may be shortened.
- 9.2.2 During the probationary period the employee may be rejected at any time by the City Manager, on the recommendation of the Fire Chief, or representative without cause and without right of appeal. Notification of rejection in writing shall be served on the probationary employee and a copy filed in the Human Resources Office.
- 9.2.3 Any employee promoted during the probationary period after an original appointment, is not eligible for consideration of his/her first merit salary step increase until he/she has completed his/her probationary period. Employees serving a probationary period as a result of a promotional appointment are eligible for the consideration of their first merit salary step increase six (6) months after the promotional appointment is made.

9.3 Shift Changes and Hours

- 9.3.1 Each represented employee assigned to the Fire Operations Shift, shall work a fifty-six (56) hour week, on a 48/96 work schedule with shift changes to be made at 7:00 a.m.
- 9.3.1.1 The City of Woodland has adopted an FLSA 7k work cycle of 27 days, creating an FLSA overtime threshold of 204 hours each 27 days.
- 9.3.2 The normal work hours for represented employees working the Fire Operations Shift shall be from 7:30 a.m. to 12:00 noon and 1:00 p.m. to 4:30 p.m. during each shift with the exception of City holidays.
- 9.3.2.1 Other Shifts for Fire Staff Shifts.
- 9.3.2.2 Alternate Work Week - A biweekly work schedule consisting of eighty (80) hours of work (over a 14 day period) in no fewer than eight (8) work days, and with no more than ten (10) hours scheduled on any work day.

9.3.2.3 Flex Time Schedule - A weekly work schedule consisting of forty (40) work hours during a seven day work period at other than traditionally scheduled hours for the assigned shift.

9.3.2.5 Other schedules approved by the Public Safety Chief or designee.

9.3.2.6 Alternative work schedules may be discontinued by the Public Safety Chief or designee at any time if it is determined that such schedules inhibit the efficiency or maintenance of City operations and/or services. At the request of affected employees, or the Association the Public Safety Chief shall meet and discuss the discontinuance of an alternative work schedule prior to terminating the schedule. The City may eliminate the schedule with advance notice. However, upon mutual agreement; the advance notice can be waived.

9.3.3 City Holidays are: January 1 (New Year's Day); Third Monday in January (Martin Luther King's Birthday); Third Monday in February (Washington's Birthday); Fourth Monday in May (Memorial Day); July 4 (Independence Day); First Monday in September (Labor Day); November 11 (Veteran's Day); Thanksgiving Day, the day after Thanksgiving; and December 25 (Christmas Day).

9.3.4 An emergency situation or pre-scheduled activities may require additional activities outside the normal work day.

9.3.5 Fire Staff Shift employees shall work a forty (40) hour work week. Normal work hours shall be 8:00 a.m. to 5:00 p.m.

9.4 Filling Vacant Shift Positions

9.4.1 When temporarily filling vacancies on a shift, the call-in procedure in the Department's Operations and Procedures Manual shall be used. However, in situations where there are more Fire Operations Shift Staff on duty than minimum staffing requires, and an acting assignment is necessary, that assignment will be made from the current certification list. If no certified employees are available on that shift, the Fire Chief or their designee will resolve the situation.

9.4.2 Represented employees shall not be required to perform duties in a lower job classification unless such a requirement is necessary during fire fighting or medical aid situations.

9.4.3 The City will continue its practice of allowing bidding for permanent shift vacancies occurring outside of the normal bid cycle.

9.5 Safety and Sanitation

The City shall continue to provide for the safety of employees during the hours of their employment. In this regard, the City agrees that it will receive and consider written recommendations with respect to unsafe working conditions or other safety ideas in the area of working conditions from any employee or the Association; and the employees and the Association agree that they will direct their safety recommendations and ideas to the City.

To facilitate this process, a Safety Advisory Committee consisting of representatives of the Fire Chief and the Association, said Association representatives to be employees of the City of Woodland Fire Department, shall meet every three months to consult on such safety matters. Up to one Association representative may attend such meetings without loss of pay or benefits.

9.6 Repair or Replacement of Damaged Personal Property

9.6.1 Personal property which is destroyed or damaged in the course of employment shall be repaired or replaced.

9.6.1.1 Personal property are those items necessary during job-related activities. Items include uniforms, eyeglasses, false teeth and watches.

9.6.1.2 Personal property shall not include those items not required for job related activities. Items not included are necklaces or chains; earrings, bracelets, and other jewelry.

9.6.1.3 The total payable claims for eyeglasses shall be \$175 per occurrence. The total payable claims for watches shall be \$50 per occurrence.

9.6.1.4 The procedure for the repair or replacement of damaged personal property shall be the same for City property as described in the Department's Operations and Procedures Manual.

9.7 Special Services

9.7.1 A washing machine and clothes dryer will be provided at all the station locations.

9.7.2 Represented employees agree to be responsible for cleaning sheets, pillowcases, bedspreads, towels and all protective clothing. The City shall supply all necessary soap and detergent, furniture, major appliances, cooking and eating utensils at the reasonable discretion of the Fire Chief or representative. The City shall also supply and replace, as necessary, such items as televisions sets, exercise equipment, or other equipment normally associated with leisure time activities; subject to budgeted amounts and the reasonable discretion of the Fire Chief or representative.

9.8 Accident Reports

9.8.1 The City shall require any employee who is involved in an accident during the course and scope of their employment, or who witnesses an accident while on duty, to submit an accident report. An employee shall not be required to prepare an accident report on their own time, and they shall be given a copy of any such report prepared by them.

9.9 Seniority

- 9.9.1 The City shall establish a seniority list of permanent employees of the Fire Department, which shall be brought up to date by the City on November 1 of each year. This seniority list shall be immediately posted in each station for a period of not less than ninety (90) days and a copy of same shall be mailed to the Secretary of the Association. Unless an objection to the seniority list as posted is made to the City by an employee within ninety (90) days from the date such list is posted, the list will be final.

9.10 Department Personnel Records

- 9.10.1 Employee personnel records shall be subject to inspection only to the employee concerned or his/her designated representative in the employee's presence and the City's presence. A log shall be maintained in the front of each individual departmental personnel file and shall indicate each person, including the employee, the date and purpose of all additions, deletions, entries, reviews, inquiries or other examinations of the personnel file. A copy of all information relating to commendations or discipline placed in an employee's personnel file shall be given to the employee.

At the employee's request, after one year from the date of discipline, any disciplinary actions or letter will be purged from the employees personnel file.

- 9.10.2 Whenever the City receives a complimentary letter, report, or other written communication concerning a particular employee, it shall send a copy thereof to the concerned employee and place the original in the personnel file of that employee.

9.11 Employee Mail Boxes

- 9.11.1 The City shall provide to the Association materials to construct mailboxes for employees at each station. Mailboxes shall be available to each person assigned to a station for purposes of receiving intra-City and Association mail.

9.12 Residency Requirement

- 9.12.1 The City of Woodland prefers that represented employees reside within one (1) hour normal driving time of Station 1. Represented employees are not obligated to do so. Employees residing beyond the one (1) hour normal driving time limit shall be subject to the following conditions:

1. Employees may not be eligible for certain types of overtime call-back as determined by the Department (for example, sick leave relief, emergency call-back, strike team activities, etc.)
2. No unusual modifications to employees work schedule will be allowed. For example, excessive shift trades, missed training, extended periods of time without working (not caused by vacation, sick leave, etc.) will not be allowed.

9.13 Catastrophic Illness or Injury

- 9.13.1 Represented employees may donate portions of their vacation or CTO accumulations to other employees who have suffered catastrophic illness or injury. Employees receiving donation of time from other employee must first exhaust all available vacation, compensatory time and sick leave.

9.14 Flexible Spending Account

- 9.14.1 The City agrees to maintain in effect provisions allowed by Section 125 of the Internal Revenue Code. Such account shall provide for pre-tax treatment of employee obligations for medical and dependent care costs.

9.15 Shift Bidding

- 9.15.1 Represented employees may bid for Station Assignments within their shifts during the fourth quarter of each calendar year. This process shall be completed prior to November 30th of each year. The bidding process shall be done by seniority and by rank on a rotating basis beginning year 2001. Employees wishing to transfer to a different shift may do so providing they: 1. Find a member of equal rank on another shift that agrees to the transfer. 2. Obtain concurrence by their immediate supervisors and approval from the Operations Division. Administrative Staff reserves the right to place employees in specific billets, which will enhance the mission of the department.

9.16 Firefighters Bill of Rights

This section applies to all members of this Association. The City agrees to apply the rights and protections described in the Firefighters' Bill of Rights to those employees covered by the Firefighters' Bill of Rights during events and circumstances involving the performance of his or her official or duties and/or during events not involving the performance of his or her official duties excluding those rights set forth in Government Code Section 3253(e). The rights in said excluded section shall only apply in investigations involving investigations into acts and/or omissions occurring in the performance of official duties in accordance with the Act.

In addition to the confidentiality provided to union representatives by Government Code Section 3253 (i), union representatives shall not be required to disclose, nor be subject to any punitive action for refusing to disclose, in any administrative context, any information received from members under investigation for any noncriminal matters regardless of whether the nature of the allegations cover events and circumstances involving the performance of a firefighters' official duties.

Nothing in this agreement is intended to limit and/or reduce those rights afforded by the Firefighters' Bill of Rights. This agreement is intended to establish rights which at a minimum comply with the Act or provide rights in addition to the Act. Rights provided by

that Act shall take precedence in the event that anything in this agreement provides lesser protection than the rights guaranteed by the Act."

ARTICLE X

GRIEVANCE/ARBITRATION PROCEDURE

10.1 Grievance and Arbitration Procedure

- 10.1.1 Grievance and arbitration shall be conducted pursuant to City Council Resolution 4278, Rule 15, except that upon request of the City employee and/or Association, the California Conciliation Service shall be utilized instead of the provisions stated in Step Five. Under such circumstances both the City and the employee shall be bound by said services' opinion.

ARTICLE XI

RULES AND REGULATIONS MANUAL

11.1 Rules and Regulations

- 11.1.1 The Association and the City shall meet and confer from time to time in reference to the rules and regulations and operations manuals on all matters affecting wages, hours and other terms and conditions of employment. Copies of Memorandums of Understanding resulting therefrom and/or rules and regulations or operations manual shall be available in all City fire stations. In addition, two copies shall be given to the Association representative.

ARTICLE XII

ASSOCIATION RIGHTS

12.1 Association Dues

- 12.1.1 The City shall on a monthly basis, deduct Association dues and insurance premiums from the earned wages of each represented employee member in such amount as is determined by the Association, provided however, that no such deduction shall be made from an employee's wages except when authorized by him/her on an appropriate form, a copy of which must be submitted to the Finance Director. The aggregate deductions of all employees shall be remitted together, and if the Association requests information on any dues or insurance premium omitted, it shall be disclosed.

12.2 Association Business Leave

- 12.2.1 Members designated by the Association, shall be granted leave of absence from duty with full benefits accruing not to exceed a cumulative total among all Association members of five (5) calendar days (72 shift hours or 40 staff hours) per year within the terms of this Resolution, for the purpose of participating in Association business, including but not limited to labor conventions and educational conferences, provided that such leave is approved by the Fire Chief.

12.3 Association Release Time Bank

- 12.3.1 Association members may donate vacation time, holiday time, and compensatory time off to an Association "time bank" under the following guidelines:

- 12.3.1.1 Only Association officers or bargaining team members may draw from the bank.

- 12.3.1.2 Requests to use time from the bank must be made reasonably in advance of the use and approval is subject to the operational necessity of the department. Further, the City is not required to grant time bank usage if to do so would result in overtime.

- 12.3.1.3 Time may be used for:

- a. Bargaining preparation.
- b. Association meetings.
- c. Association training/conferences
- d. Releasing an employee representative to assist a member at the formal steps of the disciplinary and grievance procedures.

- 12.3.1.4 Except for disciplinary and grievance appeal meeting, the maximum hours of time bank use shall be five (5) calendar days (72 shift hours or 40 staff hours) per calendar year, per individual.

ARTICLE XIII

MANAGEMENT RIGHTS

13.1 Management Rights

- 13.1.1 The City reserves all rights with respect to matters of general legislative and managerial policy including, among others, the exclusive right to determine the mission of its constituent departments, commissions and boards; set standards of service; determine the procedures and standards of election for employment; direct its employees; take disciplinary action; relieve its employees of duties because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the methods, means and personnel by which governmental operations are to be conducted; require overtime, take all necessary actions to carry out its mission in emergencies; and exercise reasonable control and discretion over its organization and the technology of performing its work. These rights shall be limited only as specified in this Agreement.

ARTICLE XIV

OTHER ITEMS AND CONDITIONS

14.1 Other Compensable Items Not Set Forth Herein

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

14.2 Other Working Conditions Not Set Forth Herein

- 14.2.1 Other working conditions not set forth herein for employees covered by this Resolution shall continue as applicable on June 30, 2009, unless determined otherwise by the Woodland City Council in accordance with law or required otherwise by law.
- 14.2.2 Confined Space Rescue and Trench Rescue
Parties agree to immediately incorporate into the job descriptions of the classifications of Firefighter, Fire Engineer and Fire Captain the full duties connected to confined space rescue and trench rescue.

Passed this date: _____, 2016

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

Mayor

STATE OF CALIFORNIA)

)

COUNTY OF YOLO)

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

DATED: _____, 2016

Ss: Ana Gonzalez, Woodland City Clerk

ATTACHMENT I

For purposes of salary comparisons, as provided by this Agreement, the parties looked at total compensation in a variety of jurisdictions. Prior Agreements have listed Districts and jurisdictions, however, because of some consolidations and changes, some of these Districts ceased to exist during the term of the Agreement. Therefore, the parties reserve the right to examine the jurisdictions that were utilized, in the negotiations, for this Agreement and to change them as necessary because of consolidations or modifications of Departments in various jurisdictions.

Total compensation as used in this Agreement is defined as amounts paid by the City to or on behalf of a present employee for base salary (Firefighter E Step) PERS contribution, medical insurance, dental insurance, optical insurance, other insurance's such as long term disability and life, uniform allowance, special pay (re: EMT), tuition/education reimbursement, and other certification pays (i.e., Hazmat Tech).

Exhibit A

**CITY OF WOODLAND
WOODLAND PROFESSIONAL FIREFIGHTERS' ASSOCIATION**

SALARY RANGE

CLASSIFICATION	Effective July 1, 2016				
	A	B	C	D	E
Firefighter	\$4,930.07	\$5,176.57	\$5,435.40	\$5,707.17	\$5,992.53
Fire Engineer	\$5,595.18	\$5,874.94	\$6,168.69	\$6,477.12	\$6,800.98
Fire Captain	\$6,446.87	\$6,769.21	\$7,107.67	\$7,463.06	\$7,836.21
Fire Prevention Specialist I	\$3,987.41	\$4,186.79	\$4,396.12	\$4,615.93	\$4,846.73
Fire Prevention Specialist II	\$4,287.61	\$4,501.99	\$4,727.09	\$4,963.45	\$5,211.62

CLASSIFICATION	Effective January 1, 2017 (3% COLA)				
	A	B	C	D	E
Firefighter	\$5,077.97	\$5,331.87	\$5,598.46	\$5,878.39	\$6,172.30
Fire Engineer	\$5,763.03	\$6,051.19	\$6,353.75	\$6,671.43	\$7,005.00
Fire Captain	\$6,640.28	\$6,972.29	\$7,320.90	\$7,686.95	\$8,071.30
Fire Prevention Specialist I	\$4,107.04	\$4,312.39	\$4,528.01	\$4,754.41	\$4,992.13
Fire Prevention Specialist II	\$4,416.24	\$4,637.05	\$4,868.90	\$5,112.35	\$5,367.97

CLASSIFICATION	Effective July 1, 2017 (2% COLA)				
	A	B	C	D	E
Firefighter	\$5,179.53	\$5,438.51	\$5,710.43	\$5,995.95	\$6,295.75
Fire Engineer	\$5,878.30	\$6,172.21	\$6,480.82	\$6,804.86	\$7,145.10
Fire Captain	\$6,773.08	\$7,111.73	\$7,467.32	\$7,840.69	\$8,232.72
Fire Prevention Specialist I	\$4,189.18	\$4,398.64	\$4,618.57	\$4,849.50	\$5,091.97
Fire Prevention Specialist II	\$4,504.56	\$4,729.79	\$4,966.28	\$5,214.60	\$5,475.33

CLASSIFICATION	Effective January 1, 2018 (2% COLA)				
	A	B	C	D	E
Firefighter	\$5,283.12	\$5,547.28	\$5,824.64	\$6,115.87	\$6,421.67
Fire Engineer	\$5,995.86	\$6,295.65	\$6,610.44	\$6,940.96	\$7,288.01
Fire Captain	\$6,908.54	\$7,253.97	\$7,616.67	\$7,997.50	\$8,397.38
Fire Prevention Specialist I	\$4,272.96	\$4,486.61	\$4,710.94	\$4,946.49	\$5,193.81
Fire Prevention Specialist II	\$4,594.66	\$4,824.39	\$5,065.61	\$5,318.89	\$5,584.83

CLASSIFICATION	Effective July 1, 2018 (2% COLA)				
	A	B	C	D	E
Firefighter	\$5,388.78	\$5,658.22	\$5,941.13	\$6,238.19	\$6,550.10
Fire Engineer	\$6,115.78	\$6,421.57	\$6,742.65	\$7,079.78	\$7,433.77
Fire Captain	\$7,046.71	\$7,399.05	\$7,769.00	\$8,157.45	\$8,565.32
Fire Prevention Specialist I	\$4,358.42	\$4,576.34	\$4,805.16	\$5,045.42	\$5,297.69
Fire Prevention Specialist II	\$4,686.55	\$4,920.88	\$5,166.92	\$5,425.27	\$5,696.53

Legislation Text

5.

File #: 16-606, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Approval of Resolution No. _____, a Resolution of the City Council of the City of Woodland, approving the Easement Acquisition Agreement between the City of Woodland and Ram n. Sah and B. Devi Sah

Recommendation for Action: Staff recommends that the City Council Approve Resolution No. _____, a Resolution of the City Council of the City of Woodland approving the easement acquisition agreement between the City of Woodland and Ram N. Sah and B. Devi Sah, Trustees of The Ram N. Sah and B Devi Sah Trust, dated April 14, 1993; approving the Agreement and authorizing the City Manager to sign the Agreement.

Staff Contact

Bruce D. Pollard, (530) 661-5820, bruce.pollard@cityofwoodland.org

Fiscal Impact

The purchase price of \$2,800 is funded through the Water Enterprise Fund. There are no additional maintenance costs for the project.

Background

The City of Woodland has a storm drain pipe and a water main pipe located in the southern portion of 1000 Kentucky Avenue. This proper is located at the southwest corner of the Kentucky Ave/East St intersection.

The City of Woodland has a substandard (width) easement (dated from 1958) for the operation of the storm drain line and desire to increase easement rights on the parcel to allow for the adequate operation and maintenance of waterline and storm drain.

These lines are a continuation of the Woodland Avenue utilities that cross this vacant land, the Rail Road and connect into East Street utility lines.

Discussion

As a follow on to the Kentucky Avenue widening project land acquisition, the City committed to correcting the property rights condition for the City's utilities.

Through negotiation the City and Property Owner have agreed that in exchange for a compensation of \$2,800 the property owner will grant a new Public Utility Easement 30' in width and containing approximately 2,130

square feet of land.

Conclusion

Staff recommends that the City Council Approve Resolution No. _____ a Resolution of the City Council of the City of Woodland approving the easement acquisition agreement between the City of Woodland and Ram N. Sah and B. Devi Sah, Trustees of The Ram N. Sah and B Devi Sah Trust, dated April 14, 1993; approving the Agreement and authorizing the City Manager to sign the Agreement.

Prepared by: Bruce D. Pollard, Senior Civil Engineer

Reviewed by: Brent Meyer, City Engineer
Ken Hiatt, Community Development Director



Paul Navazio, City Manager

ATTACHMENTS:

Attachment A - Resolution

Attachment B - The Agreement

Attachment C - Grant Deed

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE EASEMENT ACQUISITION AGREEMENT BETWEEN THE CITY
OF WOODLAND AND RAM N. SAH AND B. DEVI SAH, TRUSTEES OF THE RAM N.
SAH AND B DEVI SAH TRUST, DATED APRIL 14, 1993.**

WHEREAS, the City of Woodland has a Storm Drain pipe and a Water main pipe located on Yolo County APN 005-031-010; and

WHEREAS, the City of Woodland desires to increase easement rights on the parcel to allow for the adequate operation and maintenance of City utilities; and

WHEREAS, the City and Grantor have negotiated and agreed upon terms for the acquisition of a Public Utility Easement;

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

SECTION 1. The City Council hereby approves and accepts the Easement Acquisition Agreement between the City of Woodland and Ram N. Sah and B. Devi Sah, Trustees of the Ram N. Sah and B Devi Sah Trust, Dated April 14, 1993 (AGREEMENT).

SECTION 2. The City Council hereby authorizes the City Manager to sign and implement the terms of the AGREEMENT.

PASSED AND ADOPTED this 19th of July, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

Kara Ueda, City Attorney

EASEMENT ACQUISITION AGREEMENT

This Easement Acquisition Agreement ("Agreement"), dated as of July ____, 2016 ("Effective Date"), is entered into by and between the City of Woodland, a municipal corporation and general law city ("CITY"), and Ram N. Sah and B. Devi Sah, Trustees of the Ram N. Sah and B. Devi Sah Trust Dated April 14, 1993 (collectively, "GRANTOR").

Recitals

- A. GRANTOR is the fee owner of that certain parcel of land comprised of approximately 16.61 acres located in the County of Yolo, State of California, which is identified as 1000 Kentucky Avenue, Yolo County APN 005-680-003 & 005-031-010 (the "Property").
- B. CITY is a municipal corporation and seeks to acquire a public utility easement for existing and future utilities as specified in the "Public Utility Easement Deed," attached hereto as Exhibit "1" and incorporated herein by reference. CITY has an existing recorded easement for storm sewer and incidental purposes of approximately ten feet in width pursuant to a grand deed recorded August 28, 1958 in Book 550, Page 89 of the Official County Recorder Records. CITY seek to expand the 1958 storm sewer easement to approximately 30 feet in width for public utility purposes as described in the attached Public Utility Easement Deed, which encompasses areas also used in the past for certain CITY utilities.
- C. GRANTOR agrees to grant to CITY a permanent Public Utility Easement consisting of 2,129 square feet more or less ("Easement") in a portion of the Property as described and depicted in Exhibits A and B to the Public Utility Easement Deed.
- D. The parties have set forth herein the whole of their agreement. The performance of this Agreement constitutes the entire consideration for conveyance of the Easement and shall relieve CITY of all further obligations or claims on this account, including any prior claim GRANTOR may have regarding the CITY's use of the Easement prior to the recording of the Public Utility Easement Deed conveyed pursuant to the terms of this Agreement.

NOW THEREFORE, in consideration of the above facts and for other good and valuable consideration, the receipt of which is hereby acknowledged, CITY and GRANTOR agree as follows:

- 1. **Incorporation of Recitals.** The recitals set forth on the first page, and all defined terms set forth in such recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth herein in full.
- 2. **Conveyance of Easement.** GRANTOR hereby conveys to CITY a thirty-foot wide public utility easement containing 2,128.84 square feet of land (more or less) in, over, under, through and across a portion of the Property as described and depicted the Exhibits A and B to the Public Utility Easement Deed.

3. **Purchase Price.** CITY shall:

a. Pay to the GRANTOR the total sum of Two-Thousand Eight Hundred Dollars (\$2,800.00) for the Easement conveyed by the Public Utility Easement Deed (the "Purchase Price").

b. Payment of the Purchase Price shall be made when title to the Easement vests in CITY free and clear of all liens, encumbrances, assessments, easements, leases (recorded and/or unrecorded), and taxes, subject to the following approved exceptions:

1. Covenants, conditions, restrictions and reservations of record that may be approved by CITY in writing.

2. Pre-existing easements or rights of way over the Property for public or quasi-public utility purposes, if any, that may be approved by CITY in writing.

4. **Closing and Recordation of Easement.** The Public Utility Easement Deed (Exhibit A hereto) conveying the Easement shall be executed and delivered by GRANTOR to CITY within five (5) business days of the Effective Date of this Agreement. CITY shall not be deemed to have accepted delivery of the Easement conveyed by the Public Utility Easement Deed until such time as the Public Utility Easement Deed is recorded in the Official Records of the County of Yolo, State of California. CITY shall pay to GRANTOR the Purchase Price of \$2,800.00 within five (5) business days from receipt of the fully executed and notarized Public Utility Easement Deed. CITY's warrant for the Purchase Prices shall be made payable to: "Ram N. Sah and B. Devi Sah, Trustees of the Ram N. Sah and B. Devi Sah Trust Dated April 14, 1993."

CITY shall not record the Public Utility Easement Deed until after it delivers the Purchase Price payment to GRANTOR. CITY shall record the Public Utility Easement Deed. CITY shall pay all the costs to complete conveyance of the Easement, including documentation preparation fees, delivery charges, and recording fees, as may be incurred in this transaction.

5. **Representations.** To the best of GRANTOR's knowledge and after reasonable inquiry, GRANTOR represents and warrants the following:

a. During GRANTOR's ownership of the Property, there has been no disposal, releases, or threatened releases of hazardous substances on, from, or under the Property. GRANTOR has no knowledge of disposal, release, or threatened release of hazardous substances on, from, or under the Property, which may have occurred prior to the GRANTOR taking title to the Property.

b. There is no pending claim, lawsuit, agency proceeding, or any administrative challenge concerning the presence or use of hazardous substances on the Property.

c. GRANTOR has not used the Property for any industrial operations that use hazardous substances. GRANTOR is not aware of any such prior use of the Property. GRANTOR has not installed any underground storage tanks, aboveground storage tanks, barrels, sumps, impoundments or other containers used to contain hazardous substances on any part of the Property. GRANTOR is not aware of any such prior installations.

For the purposes of this paragraph, the term “hazardous substances” shall mean any substance which at any time shall be listed as “hazardous” or “toxic” in the regulations implementing the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) (42 USC 6901, et seq), or other federal or state law, or any other substances, chemical, material or waste product whose presence, nature or quality is potentially injurious to public health, safety, welfare, the environment or the Property. The term “reasonable inquiry” shall mean a thorough examination of the Property and all records relating to the Property, and any examination that GRANTOR was legally obligated to conduct as a result of any judicial or administrative order, or federal or state law.

The acquisition price of the Easement being acquired reflects the fair market value of the Easement without the presence of hazardous substances. If the Easement area being acquired is found to be contaminated by a hazardous substance which may require remediation under federal or state law, CITY may elect to recover its clean-up costs from those who caused, contributed to, or otherwise are legally responsible for the contamination.

6. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes any and all other agreements between the parties, unless expressly stated otherwise herein. No other promise or inducement has been offered for this Agreement. This Agreement may be modified, changed, or rescinded only by an instrument in writing executed by the parties hereto.

7. **Indemnification.** CITY shall indemnify, protect, defend and hold harmless GRANTOR from and against any and all liabilities, liens, demands, suits, losses, damages, causes of action, injuries, claims, costs and expenses (including, without limitation, reasonable attorneys’ fees and costs) (collectively, “Claims”) arising from or caused by entry upon the Easement by CITY or the exercise of CITY’s rights under this Agreement; provided, that the foregoing indemnity shall not apply to any loss or damage caused by the sole negligence, active negligence or willful misconduct of GRANTOR or to any preexisting conditions on the Property uncovered or disturbed by CITY or its agents.

8. **Easement Runs with Land.** This Agreement and the Easement shall run with the Property and shall benefit and burden GRANTOR and its successors in interest and CITY and its assigns and successors in interest. The representations and warranties in this Agreement shall survive recording of the Public Utility Easement Deed and shall remain in full force and effect for the duration of these Easement and shall accrue for the benefit of CITY and its successors and assigns.

9. **Release.** GRANTOR hereby waives, to the maximum legal extent, any and all claims, remedies and causes of action for damages, liabilities, losses or injuries related to CITY’s acquisition of the Public Utility Easement and CITY’s prior use of the Easement area, whether known or unknown, foreseeable or unforeseeable. GRANTOR, on behalf of itself and its heirs, executors, administrators, successors and assigns, hereby fully releases CITY, its successors, agents, representatives and assigns, and all other persons and associations, known and unknown,

from all claims and causes of action by reason of any damage which has been sustained, or may be sustained, as a result of CITY's purchase of the Easement or any preliminary steps thereto.

10. **Waiver of California Civil Code Section 1542.** GRANTOR hereby acknowledges that it has either consulted with legal counsel, or had an opportunity to consult with legal counsel, regarding, the provisions of California Civil Code Section 1542, which provides:

“A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor.”

GRANTOR acknowledges that with respect to the conveyance of the Easement to CITY, GRANTOR may have sustained damage, loss, costs or expenses which are presently unknown and unsuspected, and such damage, loss, costs or expenses which may have been sustained, may give rise to additional damage, loss, costs or expenses in the future. Nevertheless, GRANTOR hereby acknowledges, represents and warrants that this Agreement has been negotiated and agreed upon in light of that situation, and hereby waives, to the maximum legal extent, any rights accruing to it under Section 1542 or other statute or judicial decision of similar effect. GRANTOR does not by this waiver waive its rights with respect to a default by CITY under this Agreement or other provisions for GRANTOR's benefit as described herein.

11. **No Admission of Liability.** Neither this Agreement nor compliance with it shall operate, or be construed, as an admission by CITY of any liability, misconduct, or wrongdoing whatsoever against GRANTOR.

12. **Incorporation of Recitals.** The recitals set forth on the first page of this Agreement, and all defined terms set forth in those recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth herein in full.

13. **Attorneys' Fees and Costs.** If any action or other proceeding is brought for the enforcement or interpretation of this Agreement, or because of an alleged lawsuit, default, or misrepresentation in connection with any of its provisions, the prevailing party will be entitled to reasonable attorneys' fees and other costs incurred in the action or proceeding.

This Agreement is subject to the approval of the City of Woodland.

NO OBLIGATION OTHER THAN THOSE SET FORTH HEREIN SHALL BE RECOGNIZED.

[Signatures on following page]

IN WITNESS WHEREOF, the parties have executed this Agreement.

GRANTOR:

RAM N. SAH AND B. DEVI SAH,
TRUSTEES OF THE RAM N. SAH AND B.
DEVI SAH TRUST DATED APRIL 14, 1993

By: Ram N. Sah Date: 06/27/016
Ram N. Sah, Trustee

By: B. Devi Sah Date: 06/27/016
B. Devi Sah, Trustee

CITY:

CITY OF WOODLAND,
a municipal corporation

By: _____ Date: _____
Paul Navazio, City Manager

Attest:

Ana B. Gonzalez, City Clerk

Approved as to Form:

Kara K. Ueda, City Attorney

RECORDING REQUESTED BY:
CITY OF WOODLAND

No fee document per
Government Code 6103

WHEN RECORDED MAIL
TO:

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

This space above for Recoder's Use Only

PUBLIC UTILITY EASEMENT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

Sah Ram N & B Devi & Sah 1993 Trust ("Grantor")

GRANT(S) TO CITY OF WOODLAND ("Grantee"), A MUNICIPAL CORPORATION, a public utility easement in, over, under, through and across. the real property situate in the City of Woodland, County of Yolo, State of California, described as follows:

A Public Utility Easement more particularly described in Exhibits A and B attached hereto and made a part hereof;

1. Scope of Easement. This Easement Deed shall grant a perpetual easement in order to permit the Grantee, its successors and assigns, to lay out, construct, build, install, maintain, repair, improve, remove, replace and/or rebuild, above the ground and below the ground, pipes, conduits, improvements, poles, wires, utility control equipment, fiber optics cable, appurtenances, and other utilities equipment for public utilities including but not limited to water, sewer and storm drainage utilities, gas, electrical, phone and communications facilities, and all other public utilities.

2. Maintenance of Public Utilities. Grantee shall be solely responsible for the maintenance of the public utilities, including repair and testing of the public utilities.

3. Access Rights Granted. Grantor assigns the non-exclusive, unrestricted right of ingress and egress over and across and adjacent to real property owned or controlled by the Grantor to and from Easement Area to Grantee for the purpose of exercising the rights granted herein, including Grantee's installation, use, repair, testing, rebuilding, maintenance and replacement of utilities and related facilities. Grantor also grants Grantee the right to remove any obstructions (including trees or brush) within the Easement Area, at the Grantee's sole cost and expense, if such obstruction interferes with the Grantee's installation, use, repair, testing, replacement, rebuilding, or maintenance of public utilities. Grantee, its employees, and its agents, have the right to enter the Easement Area with workers, equipment and material in order to inspect and survey the Easement Area and to carry out the Easement purposes.

4. Prohibited Activity. Grantor and its successors or assigns, shall not erect or construct any building or other structure, or drill or construct or operate ny well, or construct any reservoir or other obstruction in the Easement Area, or diminish or substantially add to the ground over the Easement Area. Grantor shall not make any improvements within or abutting the Easement Area that interferes with, or will interfere with, Grantee's exercise of its rights under this Easement. Nothing in this clause shall prohibit Grantor from paving a road or other type of access over the Easement Area for ingress and egress to the Grantor's property.

5. Easement Runs with the Land. The rights, conditions, restrictions and duties created by this Easement Deed shall run with the land and shall accrue to and be binding in the successors-in-interest, heirs, and assigns of Grantor and Grantee.

Dated this _____ day of _____, 2016

By: _____
(Name/Title)

By: _____
(Name/Title)

"This conveyance is accepted by the undersigned on behalf of the City of Woodland pursuant to City Council Resolution 1457, recorded October 15, 1959, in the Recorder's Offices of the aforesaid County and State."

Dated: _____

Signed: _____
Ana Gonzalez, City Clerk

EXHIBIT A

**LEGAL DESCRIPTION
for
THE CITY OF WOODLAND**

That real property in the City of Woodland, County of Yolo, State of California, situate in a portion of Section 29, Township 10 North, Range 2 East, Mount Diablo Base and Meridian, and being a portion of that Parcel of land as described in Document No. 2004-0056498-00, Yolo County Records, and being more particularly described as follows:

BEGINNING at a point on the West line of that Parcel of land as described Book N of Deeds at Page 70, said County Records, said point being distant the following two (2) courses and distances from City of Woodland Geodetic Point "L-12" as shown in Book 2002 of Maps at Pages 88-94, said County Records: 1) South 00°09'32" West 5,194.23 feet to City of Woodland Geodetic Point "L-16" as shown on said Map; and 2) North 03°10'20" West 1,337.56 feet to the POINT OF BEGINNING; thence, from said POINT OF BEGINNING and along said West line, North 00°16'48" East 30.00 feet; thence, leaving said West line, South 89°34'59" West 76.17 feet to the Easterly line of that Parcel of land as described in Book S of Deeds at Page 405, said County Records; thence, along said Easterly line being a non-tangent curve to the right concave Westerly, the radial line of said curve bears South 70°50'24" West, said curve having a radius of 2,914.79 feet, through a central angle of 00°37'18", and having an arc distance of 31.63 feet; thence, leaving said Easterly line, North 89°34'59" East 65.81 feet to the POINT OF BEGINNING.

Containing 2,128.84 square feet of land, more or less.

The basis of bearings for this description is the grid bearing between City of Woodland Geodetic Point "L-12" and "L-16"; said "L-12" having coordinates of North (Y) 2,016,405.892 feet and East (X) 6,628,635.535 feet, Epoch date of 1999.51; said "L-16" having coordinates of North (Y) 2,011,211.683 feet and East (X) 6,628,621.134 feet, Epoch date of 1999.51; said grid bearing being South 00°09'32" West as determined from said Book 2002 of Maps at Pages 88-94.




Matthew K. Souza, L.S. 9215

4-28-2016
Date

All bearings and coordinates shown herein are grid based on the California Coordinate System of 1983, Zone 2. All distances shown herein are ground. To obtain grid distances, multiply ground distances by the combination factor of .99994029.

End of description.

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

LANDS OF SAH
DOC-2004-0056498-00

80.00'

LANDS OF S.P.R.R.
N DEEDS 70

**30.00' PUBLIC
UTILITY EASEMENT**
2128.84 SQ. FT.

S89°34'59"W
76.17'

N00°16'48"E
30.00'

EAST STREET

LANDS OF S.P.R.R.
S DEEDS 405

(RADIAL)
S70°50'24"W

R=2914.79'
L=31.63'
Δ=00°37'18"

N89°34'59"E
65.81'

POINT OF
BEGINNING

**10.00' STORM
SEWER EASEMENT**
550 OR 89

SEE SHEET 2
N03°10'20"W
1337.56'

50.00'

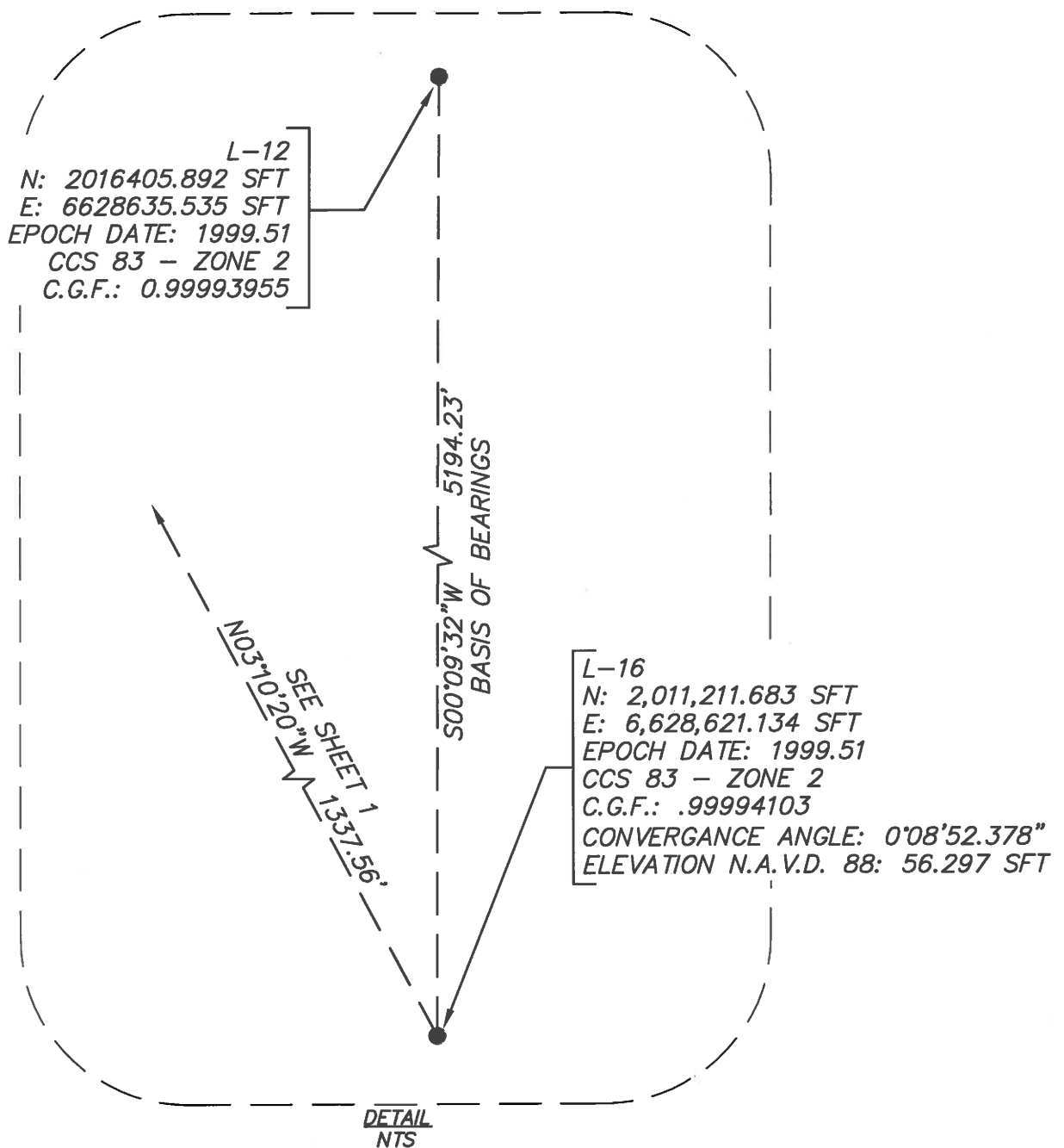


*SEE BASIS OF BEARINGS ON SHEET 2

**EXHIBIT B
CITY OF WOODLAND**

LOCATED IN A PORTION OF SECTION 29,
TOWNSHIP 10 NORTH, RANGE 2 EAST,
MOUNT DIABLO MERIDIAN
CITY OF WOODLAND,
YOLO COUNTY, CALIFORNIA
SHEET 1 OF 2 APRIL 28, 2016

LM LAUGENOUR AND MEIKLE
CIVIL ENGINEERING · LAND SURVEYING · PLANNING
608 COURT STREET, WOODLAND, CALIFORNIA 95695 · PHONE: (530) 662-1755
P.O. BOX 828, WOODLAND, CALIFORNIA 95778 · FAX: (530) 662-4602



**EXHIBIT B
CITY OF WOODLAND**

LOCATED IN A PORTION OF SECTION 29,
TOWNSHIP 10 NORTH, RANGE 2 EAST,
MOUNT DIABLO MERIDIAN
CITY OF WOODLAND,
YOLO COUNTY, CALIFORNIA
SHEET 2 OF 2 APRIL 28, 2016

Legislation Text

6.

File #: 16-618, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Authorize the Purchase of Four FY 2016/2017 Public Works Trucks

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of four (4) FY 2016/2017 trucks for the Public Works Department through Elm Ford of Woodland in the amount of \$152,173.88.

Staff Contact

Troy Thompson, Fleet & Facilities Manager, troy.thompson@cityofwoodland.org, 530-661-5956

Council Goal

Maintain City Infrastructure - providing reliable vehicles for the Public Works department.

Fiscal Impact

The truck purchases will be funded through the FY 2016/2017 Vehicle Replacement budget already approved by the Council. Two of the trucks will replace older trucks that have reached the end of their programmed life cycles, and the other two trucks are for new personnel positions and will not be replacing any existing vehicles.

Background

City Council previously approved the budget to replace these vehicles during the FY 2016/2017 budget review. Fleet Services invited competitive bids for four (4) 2017 Ford F250s. Two proposals were received from Elm Ford of Woodland in the amount of \$152,173.88 and the National Auto Fleet Group (NAFG) in Watsonville, CA in the amount of \$161,789.68.

Discussion

Although the Council adopted the budget to replace these vehicles, the purchases themselves require a separate Council action. Per the City's Purchasing Ordinance, all materials, supplies and equipment purchases greater than \$50,000 must be awarded by the City Council. Fleet Services will create purchase orders for each vehicle purchase upon Council approval. The dealerships will place the vehicles on order once the purchase orders are received from the City. It will take approximately 6-7 weeks for delivery after the orders have been placed. Once the new vehicles arrive, Fleet Services will need about two weeks to in-process the vehicles before they are released to their respective programs for use. The older vehicles will be turned in for auction once the new vehicles are fully operational.

Conclusion

Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of four (4) FY 2016/2017 trucks for the Public Works department through Elm Ford of Woodland in the amount of \$152,173.88:

Prepared by: Troy Thompson, Fleet & Facilities Manager

Reviewed by: Gregor G. Meyer, Public Works Director



Paul Navazio, City Manager

Attachments: Elm Ford Quote
NAFG Quote
Resolution



ELM FORD

346 MAIN STREET • WOODLAND, CA 95695
P.O. BOX 2175 • WOODLAND, CALIFORNIA 95776-2175
530-662-2817

6/8/16

4
PAGES

BID FOR THE CITY OF WOODLAND
PLEASE NOTE THESE ARE
2017 FORD F250

PRICE PER TRUCK

\$ 35,056.00 PLUS FEES

x	4	
	140,224	PLUS FEES
		SALE TAX
		TIRE FE
		DOL FEE

TROY
THESE ITEMS WILL BE INCLUDED
INCLUDING
4 KEYS
Rigo

INCLUDING
LINE X SPRAY ON LINER
INCLUDING BACK UP CAMERA
INCLUDING

40-VO-98
40H ROYAL BODY W/OPEN TOP LIDS

Rigo

RIGO TORRES
ELM FORD
P.O. BOX 2175
WOODLAND, CA 95776

CNGP530

VEHICLE ORDER CONFIRMATION

07/08/16 12:24:19

Dealer: F72424

==>

2017 F-SERIES SD

Page: 2 of 2

Order No: 0200 Priority: J1 Ord FIN: QC339 Order Type: 5B Price Level: 725

Ord PEP: 600A Cust/Flt Name: CITYWOODLAND PO Number:

RETAIL DLR INV

JACK

66S UPFITTER SWITCH 165

BASE A

67D XTR HVY DTY ALT NC

67H HVY SER FRT SUS 125

.S NOT

68D FIXED PAYLOAD NC

76C REVERSE ALARM 140

91M SYNC SYSTEM 365

924 PRIVACY GLASS 30

942 DAY RUNNING LTS 45

96V XL VALUE PKG 720

.CRUISE CONTROL

.AMFM/CD/CLK

SP FLT ACCT CR

FUEL CHARGE

DEST AND DELIV

1195

F1=Help

F2=Re

F4=Submit

F17=D

F7=Prev

F3/F12=Veh Ord Menu

S099 - PRESS F4 TO SUBMIT

QC07943

2017

2016 DEALER DROP SHIP UNIT/FORD/F2A/REG. CAB CHAS
ORDERED WITH PICK UP BED DELETE

ROSEVILLE STOCK BODY/ROSEVILLE MOUNT

USE DROP SHIP CODE 88WAA3 ROSEVILLE ✓

- 1 40-VO-98
40"H ROYAL BODY w/OPEN TOP LIDS
ALUMINUM LID COVERS, APPEARANCE PACKAGE, 8" RECESSED ROYAL
BUMPER, LEGAL LIGHT PACKAGE, 5 POINT FORTRESS LOCKING
SYSTEM, PUSH BUTTON LOCKS, WEIGHT CERTIFICATE, PAINTED WHITE
AND INSTALLED.

UTILIZE FACTORY HITCH

- 1 H-4
7 BLADE/ 4 PIN TRAILER CONNECTOR

- 1 /SP-ACC

INSTALL FORD FACTORY SUPPLIED CAMERA 76D

X

R. Torres

Approved By Rigo Torres

THANK YOU FOR CHOOSING ROYAL TRUCK BODY!!!

DEPOSIT AMT _____ CHECK NO _____ DRIVER'S LIC. _____ E)

RELEASED BY _____ DATE _____ KEY NO. _____

RECEIVED BY _____ DATE _____

In Consideration of allowing you to remove your vehicle from our premises prior to full payment of the underlying sales order, I, SALES ORDER # 0236782, hereby agree that if any lit
this transaction the prevailing party shall be entitled to reimbursement for court costs and attorney's fees.

THIS QUOTE IS VALID FOR 30 DAYS

==>

Dealer: F72424

2017 F-SERIES SD

Page: 1 of 2

Order No: 0200 Priority: J1 Ord FIN: QC339 Order Type: 5B Price Level: 725

Ord PEP: 600A Cust/Flt Name: CITYWOODLAND PO Number:

RETAIL DLR INV

RETAIL

X2A	F250 4X2 S/C	\$35070	\$33141.00	JOB #1 BUILD	
	164" WHEELBASE			17F XL DECOR PKG	NC
Z1	OXFORD WHITE			18B PLAT RUNNING BD	370
A	VNYL 40/20/40			9900# GVWR PKG	
S	MEDIUM EARTH GR			425 50 STATE EMISS	NC
600A	PREF EQUIP PKG			43B BACKGLASS DEF	60
	.XL TRIM			512 SPARE TIRE/WHL2	295
	.TRAILER TOW PKG			TELE TT MIR-PWR	
572	.AIR CONDITIONER	NC	NC		
996	.6.2L EFI V8 ENG	NC	NC	TOTAL BASE AND OPTIONS	39035
44S	6-SPD AUTOMATIC	NC	---	TOTAL	39035
TBM	LT245 BSW AT 17	165		THIS IS NOT AN INVOICE*	
X37	3.73 REG AXLE	NC			
90L	PWR EQUIP GROUP	915		MORE ORDER INFO NEXT PAGE *	
66D	PU BOX DELETE	(625)		F8=Next	
F1=Help		F2=Re		F3/F12=Veh Ord Menu	
F4=Submit		F17=Del			

S006 - MORE DATA IS AVAILABLE.

QC07943



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) 289-6572 • (855) BUY-NJPA • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

7/8/2016

QuoteID: 7559

Troy Thompson
City of Woodland
Public Works
655 N. Pioneer Ave
Woodland, California, 95776

Dear Troy Thompson,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
One (1) New/Unused (2017 Ford Super Duty F-250 SRW (X2A) XL 2WD SuperCab 8' Box 164" WB,) and delivered to your specified location, each for

One Unit

Base Price

Tax (8.2500 %)

Tire fee

Total

\$32,302.70

\$2,664.97

\$8.75

\$34,976.42

34,976.42

+ 5,471.00 Royal Service Body
40,447.42

- per the attached specifications. Price includes 2 additional key(s), and 1 service manual(s).

This vehicle(s) is available under the **National Joint Powers Alliance Contract 102811**. Please reference this Bid number on all purchase orders to National Auto Fleet Group. Payment terms are Net 30 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
National Fleet Manager
Email: jcooper@nationalautofleetgroup.com
Office: 951-440-0585
Fax: 831-289-6572



In order to Finalize your Quote, please submit this purchase packet to your governing body for Purchase Order Approval. Once you issue a Purchase Order please send by:

Fax: (831) 480-8497

**Mail: National Auto Fleet Group
490 Auto Center Drive
Watsonville, CA 95076**

Email: Fleet@nationalautofleetgroup.com

We will then send a W-9 if you need one

**Please contact our main office with any questions:
1-855-289-6572**

Vehicle Configuration Options

ENGINE

Code	Description
996	ENGINE: 6.2L 2-VALVE SOHC EFI NA V8 FLEX FUEL, (STD)

TRANSMISSION

Code	Description
44S	TRANSMISSION: TORQSHIFT-G 6-SPD AUTO W/SELECTSHIFT, (STD)

WHEELS

Code	Description
64A	WHEELS: 17" ARGENT PAINTED STEEL, -inc: painted hub covers/center ornaments (STD)

TIRES

Code	Description
TBM	TIRES: LT245/75RX17E BSW A/T

PRIMARY PAINT

Code	Description
Z1	OXFORD WHITE

PAINT SCHEME

Code	Description
	STANDARD PAINT

SEAT TYPE

Code	Description
AS	MEDIUM EARTH GRAY, HD VINYL 40/20/40 SPLIT BENCH SEAT, -inc: center armrest, cupholder, storage and driver's side manual lumbar

AXLE RATIO

Code	Description
X37	3.73 AXLE RATIO, (STD)

ADDITIONAL EQUIPMENT

Code	Description
90L	POWER EQUIPMENT GROUP, -inc: Deletes passenger-side lock cylinder, upgraded door trim panel, Accessory Delay, Remote Keyless-Entry, Manual Telescoping/Folding Trailer Tow Mirrors, power/heated glass, heated convex spotter mirror and integrated clearance lamps/turn signals, Perimeter Alarm, Power Front Windows, 1-touch up and down driver and passenger windows, Power Tailgate Lock, Power Locks
96V	XL VALUE PACKAGE, -inc: Chrome Rear Step Bumper, Chrome Front Bumper, 4.2" Center-Stack Screen, Radio: AM/FM Stereo/Single-CD/MP3, 6 speakers, Bright Chrome Hub Covers & Center Ornaments, Steering Wheel-Mounted Cruise Control
76C	EXTERIOR BACKUP ALARM (PRE-INSTALLED), -inc: Custom accessory
66D	PICKUP BOX DELETE, -inc: Deletes tie-down hooks, tailgate and 7/4 pin connector, Incomplete vehicle package - requires further manufacture and certification by a final stage manufacturer, In addition, Ford urges manufacturers to follow the recommendations of the Ford Incomplete Vehicle Manual and the Ford Truck Body Builder's Layout Book (and applicable supplements), Spare Wheel, Tire, Carrier & Jack Delete, Rear Bumper Delete
68D	GVWR: 9,900 LB PAYLOAD PACKAGE
67H	HEAVY-SERVICE FRONT SUSPENSION PACKAGE, -inc: heavy-service front springs (1 up upgrade above the spring computer selected as a consequence of options chosen, Not included if maximum springs have been computer selected as standard equipment), Recommended only on vehicles which will permanently utilize aftermarket equipment such as heavy-duty winches, brush guards or other apparatus which loads the front axle to the specified Gross Axle Weight Rating (GAWR), NOTE: May result in deterioration of ride quality, Vehicle ride height will increase w/the addition of this package
512	SPARE TIRE, WHEEL, CARRIER & JACK
924	PRIVACY GLASS
43B	FIXED REAR-WINDOW W/DEFROST
18B	PLATFORM RUNNING BOARDS
942	DAYTIME RUNNING LAMPS (DRL), -inc: on/off cluster controllable
585	RADIO: AM/FM STEREO/SINGLE-CD/MP3
91M	SYNC COMMUNICATIONS & ENTERTAINMENT, -inc: enhanced voice recognition, 911 Assist, 4.2" LCD screen in center stack, AppLink, 1 smart-charging USB port and steering wheel audio controls
525	STEERING WHEEL-MOUNTED CRUISE CONTROL
66S	UPFITTER SWITCHES (6), -inc: Located in overhead console

DEALER INSTALLED OPTIONS

Code	Description
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OPTION PACKAGE

Code	Description
600A	ORDER CODE 600A

SHIP THRU CODES

Code	Description
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2017 Fleet/Non-Retail Ford Super Duty F-250 SRW XL 2WD SuperCab 8' Box 164" WB

WINDOW STICKER

2017 Ford Super Duty F-250 SRW XL 2WD SuperCab 8' Box 164" WB
6.2 L/379 Regular Unleaded V-8
6 Speed Automatic w/OD

Interior:
Exterior 1: OXFORD WHITE
Exterior 2: No color has been selected.

CODE	MODEL	MSRP
X2A	2017 Ford Super Duty F-250 SRW XL 2WD SuperCab 8' Box 164" WB	\$35,070.00
OPTIONS		
996	ENGINE: 6.2L 2-VALVE SOHC EFI NA V8 FLEX FUEL, (STD)	\$0.00
44S	TRANSMISSION: TORQSHIFT-G 6-SPD AUTO W/SELECTSHIFT, (STD)	\$0.00
64A	WHEELS: 17" ARGENT PAINTED STEEL, -inc: painted hub covers/center ornaments (STD)	\$0.00
TBM	TIRES: LT245/75RX17E BSW A/T	\$165.00
Z1	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
AS	MEDIUM EARTH GRAY, HD VINYL 40/20/40 SPLIT BENCH SEAT, -inc: center armrest, cupholder, storage and driver's side manual lumbar	\$0.00
X37	3.73 AXLE RATIO, (STD)	\$0.00
90L	POWER EQUIPMENT GROUP, -inc: Deletes passenger-side lock cylinder, upgraded door trim panel, Accessory Delay, Remote Keyless-Entry, Manual Telescoping/Folding Trailer Tow Mirrors, power/heated glass, heated convex spotter mirror and integrated clearance lamps/turn signals, Perimeter Alarm, Power Front Windows, 1-touch up and down driver and passenger windows, Power Tailgate Lock, Power Locks	\$915.00
96V	XL VALUE PACKAGE, -inc: Chrome Rear Step Bumper, Chrome Front Bumper, 4.2" Center-Stack Screen, Radio: AM/FM Stereo/Single-CD/MP3, 6 speakers, Bright Chrome Hub Covers & Center Ornaments, Steering Wheel-Mounted Cruise Control	\$720.00
76C	EXTERIOR BACKUP ALARM (PRE-INSTALLED), -inc: Custom accessory	\$140.00
66D	PICKUP BOX DELETE, -inc: Deletes tie-down hooks, tailgate and 7/4 pin connector, Incomplete vehicle package - requires further manufacture and certification by a final stage manufacturer, In addition, Ford urges manufacturers to follow the recommendations of the Ford Incomplete Vehicle Manual and the Ford Truck Body Builder's Layout Book (and applicable supplements), Spare Wheel, Tire, Carrier & Jack Delete, Rear Bumper Delete	(\$625.00)
68D	GVWR: 9,900 LB PAYLOAD PACKAGE	\$0.00
67H	HEAVY-SERVICE FRONT SUSPENSION PACKAGE, -inc: heavy-service front springs (1 up upgrade above the spring computer selected as a consequence of options chosen, Not included if maximum springs have been computer selected as standard equipment), Recommended only on vehicles which will permanently utilize aftermarket equipment such as heavy-duty winches, brush guards or other apparatus which loads the front axle to the specified Gross Axle Weight Rating (GAWR), NOTE: May result in deterioration of ride quality, Vehicle ride height will increase w/the addition of this package	\$125.00
512	SPARE TIRE, WHEEL, CARRIER & JACK	\$295.00
924	PRIVACY GLASS	\$30.00
43B	FIXED REAR-WINDOW W/DEFROST	\$60.00
18B	PLATFORM RUNNING BOARDS	\$370.00
942	DAYTIME RUNNING LAMPS (DRL), -inc: on/off cluster controllable	\$45.00
585	RADIO: AM/FM STEREO/SINGLE-CD/MP3	INC
91M	SYNC COMMUNICATIONS & ENTERTAINMENT, -inc: enhanced voice recognition, 911 Assist, 4.2" LCD screen in center stack, AppLink, 1 smart-charging USB port and steering wheel audio controls	\$365.00
525	STEERING WHEEL-MOUNTED CRUISE CONTROL	INC
66S	UPFITTER SWITCHES (6), -inc: Located in overhead console	\$165.00
600A	ORDER CODE 600A	\$0.00

SUBTOTAL	\$37,840.00
Advert/ Adjustments	\$0.00
Manufacturer Destination Charge	\$1,195.00
TOTAL PRICE	\$39,035.00
Est City: N/A MPG	
Est Highway: N/A MPG	
Est Highway Cruising Range: N/A mi	

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Standard Equipment**MECHANICAL**

Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex Fuel
Transmission: TorqShift-G 6-Spd Auto w/SelectShift
3.73 Axle Ratio
GVWR: 10,000 lb Payload Package
50-State Emissions System
Transmission w/Oil Cooler
Rear-Wheel Drive
72-Amp/Hr 650CCA Maintenance-Free Battery w/Run Down Protection
157 Amp Alternator
Class V Towing w/Harness, Hitch and Trailer Sway Control
3910# Maximum Payload
HD Shock Absorbers
Front Anti-Roll Bar
Firm Suspension
Hydraulic Power-Assist Steering
34 Gal. Fuel Tank
Single Stainless Steel Exhaust
Front Suspension w/Coil Springs
Leaf Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control

EXTERIOR

Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments
Tires: LT245/75Rx17E BSW A/S
Regular Box Style
Steel Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint
Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Rear Step Bumper
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Manual Side Mirrors w/Manual Folding
Manual Extendable Trailer Style Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Black Grille
Front License Plate Bracket
Tailgate Rear Cargo Access
Reverse Opening Rear Doors
Manual Tailgate/Rear Door Lock
Fully Automatic Aero-Composite Halogen Daytime Running Headlamps w/Delay-Off
Cargo Lamp Integrated w/High Mount Stop Light

ENTERTAINMENT

Radio: AM/FM Stereo -inc: 6 speakers
Fixed Antenna
1 LCD Monitor In The Front

INTERIOR

Front Seats w/Manual Driver Lumbar
4-Way Driver Seat -inc: Manual Recline, Fore/Aft Movement and Manual Lumbar Support
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
Fixed Rear Windows
6 Person Seating Capacity
Front Cupholder
Manual Air Conditioning
HVAC -inc: Underseat Ducts
Illuminated Locking Glove Box
Interior Trim -inc: Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shift Knob
HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
2 12V DC Power Outlets
Full Overhead Console w/Storage and 2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Underhood And Pickup Cargo Box Lights
Instrument Panel Bin and Covered Dashboard Storage
Manual 1st Row Windows
Systems Monitor
Trip Computer
Outside Temp Gauge
Analog Display
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Securilock Anti-Theft Ignition (pats) Engine Immobilizer
Air Filtration

SAFETY

Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch

Mykey System -inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes and Beltminder w/Audio Mute
Safety Canopy System Curtain 1st And 2nd Row Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point and Height Adjusters

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE PURCHASE OF FOUR PUBLIC WORKS TRUCKS**

WHEREAS, the City of Woodland invited competitive bids for the purchase of four (4) 2017 Ford F250s for the Public Works Department;

WHEREAS, the City Council acknowledges that two proposals were received, one from Elm Ford of Woodland in the amount of \$152,173.88, and one for the National Auto Fleet Group of Watsonville, CA in the amount of \$161,789.68;

WHEREAS, the City of Woodland wishes to award the purchase of the four trucks to Elm Ford of Woodland using funds from the Fiscal Year 2016/2017 budget already adopted by City Council;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND: hereby authorizes the purchase of four (4) 2017 Ford F250s from Elm Ford in the amount of \$152,173.88.

PASSED AND ADOPTED by the City Council on this 19th day of July 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

ATTEST:

Ana Gonzalez, City Clerk

Legislation Text

7.

File #: 16-619, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Final Acceptance and Notice of Completion for Water Transmission Main West,
CIP #12-05

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, accepting the Water Transmission Main West, CIP #12-05 construction project as completed and authorizing the City Clerk to file a Notice of Completion.

Staff Contact

Chris Fong, Senior Associate Civil Engineer - (530) 661-5972, Chris.Fong@cityofwoodland.org

Fiscal Impact

The final construction cost for this project was \$2,831,238.04. The total project budget as authorized in the Capital Budget is \$4,149,000. The City came in under budget for this project. Other items that make up the total project budget represented the amount allocated for design, land acquisition, construction contingency, and construction management/inspection.

The Water Transmission Main West Project, (CIP 12-05) is funded as part of the financing plan for the local facilities component of the Surface Water Project, funded through State Revolving Funds. The underlying funding source for this project is Water Enterprise funding.

There is no impact to the General Fund.

Background

The City has entered into a Joint Powers Agreement with the City of Davis to construct facilities to treat and deliver surface water to the two cities. This is the second phase of a two-part project to convey treated water from the regional water treatment facility to points throughout the City. This project constructed a transmission pipeline from East Street to Ashley Avenue to tie into the ground-level water tank located at David Douglas Park. The transmission main was constructed within City owned property on lands previously occupied by the Yolo County Flood Control & Water Conservation District ditch.

Discussion

The project was advertised for bids on November 4, 2014. On December 18, 2014, the City Council awarded the construction project to Teichert Construction. On January 29, 2015, the City executed a construction

contract with Teichert Construction and provided them with a Notice to Proceed date of February 17, 2015. Construction was substantially complete and ready for acceptance on July 1, 2016.

The project cost breakdown is as follows:

Design/Project Management	\$ 385,532.00
ROW & Land Acquisition	\$ 98,315.00
Construction Award Amount	\$ 2,362,225.00
Change Orders	\$ 524,863.04
Total Construction	\$ 2,831,238.04
Construction Management/Inspection	\$ 472,659.00
Total Project Costs	\$ 3,787,744.04
Total Project Budget	\$ 4,149,000.00

Conclusion

Staff recommends that the City Council approve Resolution No. _____, accepting the Water Transmission Main West, CIP #12-05 construction project as completed and authorizing the City Clerk to file a Notice of Completion.

Prepared by: Chris Fong, Senior Associate Civil Engineer

Reviewed by: Tim Busch, Principal Utilities Civil Engineer
Ken Hiatt, CDD Director



Paul Navazio, City Manager

ATTACHMENTS:
Attachment A - Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO
ACCEPT AS COMPLETE AND AUTHORIZE THE CITY CLERK
TO FILE A NOTICE OF COMPLETION FOR WATER TRANSMISSION MAIN WEST
PROJECT (CIP #12-05)**

WHEREAS, the City of Woodland funded the project in the amount of \$4,149,000 allocated in the Capital Budget for the Water Transmission Main West project, CIP #12-05; and

WHEREAS, the City Council approved plans and specifications and authorize bid advertisement in November 4, 2014; and

WHEREAS, the City Council awarded the construction contract in the amount totaling \$2,362,225 to Teichert Construction on December 18, 2014; and

WHEREAS, the City approved additive change orders totaling \$524,863.04; and

WHEREAS, the construction of the Projects began in February 2015 and were completed in June 2016.

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

Section 1. The City Council hereby accepts the Water Transmission Main West, CIP #12-05 Project as complete.

Section 2. The City Council hereby authorizes the City Clerk to file a Notice of Completion for the Water Transmission Main West, CIP #12-05 Project.

PASSED AND ADOPTED this _____ day of _____ 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

Legislation Text

8.

File #: 16-635, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Revised Job Descriptions - Assistant City Manager / Director of Community and Economic Development, Community Services Director

Recommendation for Action: Staff recommends that the City Council take the following actions:

1. Adopt the revisions to the job descriptions for:
 - a. Assistant City Manager/ Director of Community and Economic Development; and
 - b. Community Services Director; and
2. Approve salary ranges for specified job descriptions

Background

Consistent with the adoption of the FY2016/17 budget, the City Manager is implementing several organizational and staffing changes to better support alignment with Council goals, strategic initiatives and improved management and oversight of city services. In addition, the recommendations approved as part of this year's budget are aimed at funding priority needs as well as building flexibility and staff capacity to implement elements of our strategic workplan.

Earlier, the City Council approved the transfer of park maintenance from Public Works Department to the Community Services Department and the establishment of a two new deputy director positions - one for Public Works/Utilities and another for Community Development. The reorganizations also resulted in modifications to existing job descriptions - also approved by Council - for the Deputy Public Works Director for Operations and Maintenance and Park Superintendent. The Council also recently approved a new job description for Environmental Services Manager.

Discussion

This agenda item seeks Council approval to two additional job descriptions related to the reorganizations implemented with the FY2016/17 budget. These include a new job description for an Assistant City Manager/Director of Community and Economic Development and revisions to the job description for the existing Community Services Director Position.

The Assistant City Manager/Director of Community and Economic Development position is effectively a department director-level position with responsibility for Community Development and Economic Development activities with a heightened focus on managing the implementation of the new General Plan and related key strategic Economic Development initiatives, including major development projects and related

annexations. In addition to next-steps for General Plan implementation (Zoning Ordinance Amendments and Updates to Specific Plans), the position will focus on project management of high-profile projects such as flood protection, rail realignment, new hotel, theater and business park, and overall strategic efforts with a focus on job-creation and expanding the community's tax base. In addition to overall responsibility for activities within the Community Development Department, the position will guide inter-departmental collaboration around specified projects, to include infrastructure planning and financing.

With the recent reorganization that transferred the Parks Maintenance Division from the Public Works Department to the Community Services Department, modifications are needed to reflect the new areas of responsibility within the job description for the existing Community Services Director position. Specifically, the position now includes responsibility for parks maintenance, parks facilities, urban forestry, pool facilities and cemetery operations. These additional duties and responsibilities are being incorporated into the revised job description for the Community Services Director.

It is further recommended that modified salary ranges be approved for these and recently approved job descriptions, as follows:

	<u>Salary Range (Monthly)</u>
• Assistant City Manager / Director of Community and Economic Development	\$11,078.64 - \$14,223.38
• Community Services Director	\$ 9,449.55 - \$12,095.70
• Deputy Director of Public Works, Operations & Maintenance (reflects correction from July 5, 2016 Council action)	\$ 9,093.05 - \$11,052.67

Conclusion

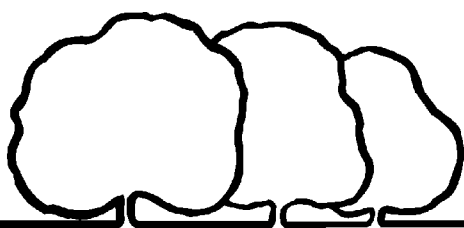
Staff recommends that the City Council adopt the revisions to the job descriptions for the new Assistant City Manager/ Director of Community and Economic Development, and existing Community Services Director and approve updated salary ranges for specified job descriptions.

Prepared by: Sheila McShane
Human Resources Manager

Paul Navazio, City Manager

Attachments:

Assistant City Manager/Director of Community and Economic Development
Community Services Director Job Description



City of Woodland

**ASSISTANT CITY MANAGER / DIRECTOR OF COMMUNITY AND
ECONOMIC DEVELOPMENT**

DEFINITION

To assist the City Manager in advancing the community and economic development priorities of the City through oversight of the Planning, Building, Engineering, and Business Services functions of the City as well as management of special projects, as assigned, in support of the city's economic development goals. May manage or administer other specific program areas and may serve as, and represent, the City Manager in his/her absence.

SUPERVISION RECEIVED AND EXERCISED

Administrative direction is provided by the City Manager. Exercises direct and indirect supervision over assigned staff.

EXAMPLES OF DUTIES

The following are typical illustration of duties encompassed by the job class, not an all inclusive or limiting list:

ESSENTIAL JOB DUTIES

- Responsible for overall coordination of functions within the Community Development Department.
- Overall responsibility for city's Economic Development initiatives, including business attraction and retention, job creation, major development projects, marketing and promotions, and liaison to the business community.
- Responsible for implementation of the City's General Plan. In consultation with the City Manager and City Council, manages the various economic development activities to ensure they adhere to the General Plan.
- Plans, directs, supervises and coordinates strategic programs and projects, as assigned by the City Manager. Examples include real property negotiations, annexations, broadband, flood protection, and rail realignment.
- Responsible for property management contracts, real estate transactions, cable franchise agreement, recycled water contracts, and other special projects.
- Prepare and present reports to Council; provide technical and professional advice and recommendations related to levels of service and other related

matters; coordinates special studies on a variety of complex problems which require a high degree of technical competence and political awareness.

- Assures that positive public relations and effective working relationships are maintained by the Department with the general public, other governmental agencies, the City Council, City departments, and the media.
- Regular, predictable, consistent and timely attendance is an essential function of the position, in that Employee must be present to manage projects and department functions that impact the public's health and safety.

OTHER JOB FUNCTIONS

- Provides staff assistance to the City Manager, City Council and various committees and commissions on assigned programs. Represent the department before the City Council, community, outside agencies and at professional meetings as requested.
- Coordinates citywide / inter-departmental support for Economic Development.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Best practices in economic development strategies, public-private partnerships and inter-jurisdictional collaboration.
- Codes, ordinances, resolutions, laws, recent developments, current literature and sources of information of municipal governments.
- Applicable federal, state and local laws and regulations.
- Organizational and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.
- Operation and programs of a personal computer.

Skill to:

- Analyze feasibility of projects and proposed programs; prepare complete and accurate reports while applying a high degree of independent judgment.
- Persuade and motivate individuals and groups toward the successful accomplishment of shared goals and objectives.
- Delegate responsibility; schedule and program work on a long-term basis. Communicate effectively, orally and in writing.
- Make effective public presentations.
- Efficiently operate a personal computer.
- Establish and maintain effective working relationships with employees and the public.
- Bilingual skills desirable.

Ability to:

- Develop and implement services which will meet the changing needs of the community; use financial, technological and staff resources effectively for the

planning, programming and promoting of services; set priorities, work well under pressure and meet deadlines.

- Administer programs in accordance with modern practices and standards.
- Identify, coordinate and resolve a wide variety of interests in the development of programs.
- Deal patiently and tactfully with other department directors, elected officials, outside agencies, citizens, and the press.
- Make presentations to commission, boards, Council, etc.

Minimum Education and Experience

Education: Bachelor's Degree from an accredited college or university with major work in public administration, planning or related field is required. A Master's Degree in public or business administration is preferred.

Experience: Equivalent to five (5) years of increasingly responsible administrative or analytical experience in local government. Experience in planning and community development, economic development, contract management, finance, budgeting, data processing and related fields desirable.

License or Certificate: Required upon hire, possession of a valid California Driver's license.

ADA COMPLIANCE

Physical Ability: Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

Very Heavy Work: Exerting in excess of 50 pounds of force occasionally, and/or in excess of 20 pounds of force frequently, and/or in excess of 10 pounds of force constantly to move objects.

Other Requirements:

Sensory Requirements: Requires the ability to recognize and identify similarities and differences between shade, degree or value of colors, shapes, sounds, forms, textures or physical appearance associated with objects and people.

Environmental Factors: May be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, work space restrictions, intense noises, and environmental dangers.

Council Action: July 2016



COMMUNITY SERVICES DIRECTOR

DEFINITION

To plan, develop, organize, and direct all aspects of Community Services Programs which include a range of services and facilities to the community including recreation, affordable housing, grants, park planning, parks and facilities maintenance, special events, volunteer and senior programs; and to ensure the proper performance of all the various Programs offered.

SUPERVISION RECEIVED AND EXERCISED

General direction is provided by the City Manager or designee. Exercises direct and indirect supervision over assigned staff. Exercises discretion and independent judgment with respect to assigned duties.

EXAMPLES OF DUTIES

The following are typical illustrations of duties encompassed by the job class, not an all inclusive or limiting list:

ESSENTIAL JOB FUNCTIONS

- Plan, direct, manage and evaluate a comprehensive program of recreation and community services activities for all segments, groups, ages (such as senior and youth), and interest levels of the community; plan, direct and manage the maintenance, operation, improvements and utilization of a comprehensive system of parks, recreation and community services facilities.
- Prepare and direct the preparation of various statistical reports to the City Council, city commissions, state and federal agencies; coordinate special studies on a variety of complex problems which require a high degree of technical competence and political awareness.
- Directs the short range and long range planning for the department; identify community needs/desires for parks, recreation and community services; assist with the planning, design and construction of parks, recreation and community services and facilities.
- Directs the maintenance of the parks, sport, cemetery and pool facilities.
- Develop and participate in partnerships for efficient and effective use of parks, recreation, downtown and community services facilities, as well as the implementation of needed programs.
- Oversee Community Development block grant and affordable housing programs.
- Develop and maintain partnerships with non-profit organizations.

- Ensure that positive public relations and effective working relationships are maintained by the Department with the general public, other governmental agencies, the City Council, City departments, and the media.
- In consultation with the City Manager and City Council, ensure that the department has adequate resources to fulfill its mission through proper budget planning and execution, personnel selection, and training and development.
- Regular, predictable, consistent and timely attendance is an essential function of the position, in that Employee must be present in order to supervise and communicate essential information to other employees, as well as to satisfy shifting public service needs and business concerns.

OTHER JOB FUNCTIONS

Review work methods and procedures to ensure effective work flow and compliance with established policies and procedures. Promote and maintain safety in the work place. Represent the department before the City Council, city commissions, community, outside agencies and at professional meetings as requested. Administer and oversee contractual agreements between the City and other agencies, private organizations and individual members of the public. Recommend adoption and assist in preparation of ordinances. Prepare grant applications for parks, recreation, special programs and community services programs and facilities. Serve as Acting City Manager as assigned and perform related duties as required.

QUALIFICATIONS

Knowledge of:

- Principles and practices of organization, administration, budgeting and personnel management, including principles and practices of parks, recreation and community services programs;
- Assist with park planning, development and maintenance.
- Organizational and management practices as applied to the analysis and evaluation of programs, policies, and operational needs.
- Principles and procedures used in developing and administering a coordinated recreation and community services program.
- Applicable computer programs such as Microsoft Office suite and other computer programs.
- Contract preparation and administration.

Skill to:

- Plan, organize and direct comprehensive parks, recreation and community services activities; provide advice regarding the acquisition, design, construction and maintenance of recreation facilities, parks and other landscaped areas.
- Analyze feasibility of projects and proposed programs; prepare complete and accurate reports in accordance with laws, regulations, and policies.
- Delegate responsibility; schedule and program work on a long-term basis. Select, supervise, train and evaluate staff.
- Efficiently operate a personal computer.

- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective work relationships with those contacted in the performance of required duties.
- Bilingual skills desirable.

Ability to:

- Use financial, technological and staff resources effectively for the planning, programming and promoting of services; set priorities, work well under pressure and meet deadlines.
- Deal patiently and tactfully with other department directors, elected officials, outside agencies, contractors, citizens, and the press.
- Continue to assess and review services to meet the changing needs of the community.
- Analyze a variety of administrative and organizational issues and make sound policy and procedure interpretations and recommendations.
- Interpret, analyze, apply and articulate relevant laws, rules, contracts, ordinances, and regulations and guidelines.
- Meet the physical requirements necessary to safely and effectively perform the assigned duties.

Minimum Education and Experience

Education:

Bachelor's Degree from an accredited college or university with major work in park management, recreation or a related field is required. A Master's Degree in Recreation, Public Administration, Business Administration or related field is preferred.

Experience:

Four (4) years of increasingly responsible experience in park/recreation management; at least three years of responsible administrative/management experience.

License or Certificate

Required upon hire, possession of a valid California Driver's License.

ADA COMPLIANCE

Physical Ability: Positions in this class typically require: climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

Heavy Work: Exerting in excess of 20 pounds of force occasionally.

Other Requirements:

Sensory Requirements: Requires the ability to recognize and identify similarities and differences between shade, degree or value of colors, shapes, sounds, forms, textures or physical appearance associated with objects and people.

Environmental Factors: May be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, work space restrictions, intense noises, and environmental dangers.

Council Action: July2016

Legislation Text

9.

File #: 16-616, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Special Assessment Tax Roll Collections

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, Requesting Collection of Charges on the Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and Community Facilities Districts and described herein.

Staff Contact

Adam Devlin, Senior Accountant - (530)661-5835, adam.devlin@cityofwoodland.org

Fiscal Impact

Total City assessments that would be collected through County property tax rolls for special districts described herein are \$6,531,897, which have been projected in the FY 2016/17 budget; County fees of \$10,260 for collection of assessments are also included in the FY 2016/17 budget.

Background

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

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

Assessment Districts (Fire Suppression);

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

Waste Management Liens

For the 2016-2017 tax levies, Yolo County is requiring resolutions to be passed authorizing the collection of the special assessments by Yolo County and also releasing Yolo County from any liability which may arise regarding the collection of the special assessments. The six parts of the resolutions are summarized as follows:

The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls the related special assessment(s) detailed on each of the resolutions.

The City acknowledges that all special assessments comply with all requirements of state law which includes Proposition 218.

The City releases and discharges the County from any potential liability or expenditures arising from the collection of any special assessments authorized by the City.

In the event of a judgment against the City arising from the collection of the special assessment(s), the County may offset the amount of the judgment from any monies collected by the County on behalf of the City including property taxes.

The City will agree to cooperate with the County in answering questions related to special assessments and the City will not refer inquirers to County staff for response.

The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs related to the collection of the special assessments as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

Discussion

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

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, Requesting Collection of Charges on the Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and Community Facilities Districts and described herein.

Prepared by: Adam Devlin, Senior Accountant

Reviewed by: Kimberly McKinney, Finance Officer



Paul Navazio, City Manager

Attachments

RESOLUTION NO: _____

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

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

Fire Suppression Assessment District

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

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

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

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

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

Spring Lake Maintenance Community Facilities District

WHEREAS, the City requests the County collect on the County tax rolls certain charges which have been imposed pursuant to Article 23C Section 4 of the City Municipal Code by the City for the following:

Waste Management Liens

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

RESOLUTION NO: _____

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

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City warrants and represents that the taxes, assessments, fees and/or charges imposed by the City and being requested to be collected by Yolo County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by County of any taxes, assessments, fees and/or charges on behalf of City,
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of City's said taxes, assessments, fees and/or charges requested to be collected by County for City, or in any manner arising out of City's establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of City's taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of City, including property taxes.
5. The City agrees that its officers, agents and employees will cooperate with the County in answering questions referred to City by County from any person concerning the City's taxes, assessments, fees and/or charges, and that City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

RESOLUTION NO: _____

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2016.

STATE OF CALIFORNIA
COUNTY OF YOLO
CITY OF WOODLAND

SS.

I, _____, City Clerk of the City of Woodland, County of Yolo, State of California do hereby certify that the foregoing Resolution No. _____ was regularly adopted by the City Council of said City of Woodland at a regular meeting of said council held on the _____ day of _____, 2016, by the following vote:

AYES: Council members: _____

NOES: Council members: _____

ABSENT: Council members: _____

ABSTAIN: Council members: _____

Mayor, Tom Stallard

Attest:

City Clerk, Ana B. Gonzalez

Legislation Text

10.

File #: 16-621, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Annual Appropriations Limit

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the City of Woodland's Fiscal Year 2016/17 Appropriations Limit.

Staff Contact

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

Fiscal Impact

Because the calculated appropriations limit of \$64,695,707 for FY2016/17 is well below the expected tax revenues, no fiscal impact will result from this item.

Background

In November 1979, California voters approved Proposition 4, commonly known as the Gann Initiative. The Proposition created Article XIIIB of the State Constitution, a state law that requires the state and local governments to adopt an annual appropriation limit. The appropriation limit, also referred to as the "Gann Limit", establishes a limit on the proceeds of taxes that may be appropriated for spending in a given fiscal year. The limit is based on actual appropriations during the 1978/79 fiscal year, as adjusted each year using specified population and inflation factors.

In June 1990, Proposition 111 was adopted, which imposed changes on the calculation of the limit by providing a choice of methodologies for determining the annual inflation factor and for population growth, providing exclusions of certain types of expenditures, and revision to the processes required for refunding taxes collected in excess of the limit.

Discussion

Revenues restricted by the Gann Limit ("Limit") are only those that are defined as "proceeds of taxes". Many of the major General Fund revenue sources (sales tax, property tax, motor vehicle in-lieu) are classified as proceeds of taxes and are, therefore, subject to the Limit. Additionally, certain types of expenditures (voter approved debt, interfund transfers, capital outlay, and costs of complying with court orders or federal mandates) are excludable categories that do not count against the Limit.

As a result of Proposition 111, the City must choose between two annual inflation factors and two population growth factors for calculating the Limit each year.

The choice offered for the annual inflation factor is the greater of (1) the change in California per capita income or (2) the growth in non-residential assessed valuation due to new construction within the City. The data necessary to calculate the increase in non-residential assessed valuation is not currently available from the County; therefore the City has elected to use the change in California per capita income.

The choice offered for the annual population growth factor is the greater of the growth in the City or County population. The California State Department of Finance provided the 2016 population growth rates for both the City of Woodland and Yolo County at 0.22% and 1.29%, respectively. Based on these growth rates, it is recommended that the City Council approve the appropriations limit using the County's population growth factor.

Using the prior year Gann limit of \$60,616,647, the fiscal year 2016/17 Limit is calculated by applying the 1.29% population change in Yolo County and the 5.37% increase in California per capita personal income. Please see calculation worksheet attached to the Resolution. The resulting appropriation limit of \$64,695,707 is \$28,695,340 higher than our expected tax revenue for fiscal 2016/2017. The City should remain substantially below the Appropriations Limit in the foreseeable future.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, approving the City of Woodland's Fiscal Year 2016/17 Appropriations Limit.

Prepared by: Kim McKinney, Finance Officer



Paul Navazio, City Manager

Attachments: Resolution
FY2016/17 Appropriations Limit Calculation
State of California 2016 Price and Population Information

RESOLUTION NO: _____

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF WOODLAND
TO SET THE APPROPRIATION LIMIT, IN ACCORDANCE WITH ARTICLE
XIII-B OF THE STATE CONSTITUTION FOR FISCAL YEAR 2016/17**

WHEREAS, the voters of the State of California added Article XIII-B to the Constitution limiting the state and local governments' ability to appropriate the proceeds of taxes; and,

WHEREAS, California legislation (SB 1352) has implemented the provisions of Article XIII-B, effective January 1, 1981; and modified these provisions with the passage of Proposition 111 in June 1990; and,

WHEREAS, the City of Woodland has calculated its appropriation limitation in accordance with Government Code Section 7910; and,

WHEREAS, the City Council of the City of Woodland selected the County of Yolo's population factor and State of California's inflation factor for calculating the appropriations limit.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Woodland, California, does hereby resolve to set the Appropriation Limit for the City of Woodland for fiscal year 2016/17 at \$64,695,707.

PASSED, APPROVED, AND ADOPTED this 19th day of July 2016 by the following vote:

AYES: Council members: _____

NOES: Council members: _____

ABSENT: Council members: _____

ABSTAIN: Council members: _____

Tom Stallard, Mayor

Attest:

_____,
Ana B. Gonzalez, City Clerk

Appropriation Limit Calculation for Fiscal Year ending 6/30/20

Fiscal Year 15/16 Appropriation Limit

Factors:

Per Capita Personal Income		
(a) % change	5.370%	
Annual % Change In		
(a) population	1.290%	(The higher % increase should be used - Woodland increase or Yolo County's population increase)

Factors converted to Ratios:

Per Capita Ratio	1.0537
Population Converted To Ratio	1.0129

Calculation of the City of Woodland's Factor

$$1.0537 \quad \times \quad 1.0129$$

Fiscal Year 16/17 Appropriation Limit

$$\$ \quad 60,616,647 \quad \times \quad 1.07$$

(a) Information provided by the California State Department of Finance.

17

\$ 60,616,647

d's population

1.067

\$ 64,695,707



EDMUND G. BROWN JR. • GOVERNOR

STATE CAPITOL ■ ROOM 1145 ■ SACRAMENTO CA ■ 95814-4998 ■ WWW.DOF.CA.GOV

May 2016

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

The California Revenue and Taxation Code, section 2227, requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2016, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2016-17. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2016-17 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. The Revenue and Taxation Code, section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2016.**

Please Note: Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN
Director
By:

AMY COSTA
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2016-17 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2016-17	5.37

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2016-17 appropriation limit.

2016-17:

Per Capita Cost of Living Change = 5.37 percent
Population Change = 0.90 percent

Per Capita Cost of Living converted to a ratio: $\frac{5.37 + 100}{100} = 1.0537$

Population converted to a ratio: $\frac{0.90 + 100}{100} = 1.0090$

Calculation of factor for FY 2016-17: $1.0537 \times 1.0090 = 1.0632$

Fiscal Year 2016-17

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2015 to January 1, 2016 and Total Population, January 1, 2016

County City	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total</u>
	2015-2016	1-1-15	1-1-16	1-1-2016
Yolo				
Davis	0.09	68,254	68,314	68,314
West Sacramento	2.15	51,963	53,082	53,082
Winters	0.19	7,200	7,214	7,214
Woodland	0.22	57,401	57,526	57,526
Unincorporated	5.28	26,995	28,419	28,419
County Total	1.29	211,813	214,555	214,555

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Legislation Text

11.

File #: 16-633, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: PUBLIC HEARING - OPEN AND CONTINUE - Prudler Tentative Subdivision Map Project (PLNG 14-00090): A request to amend the General Plan and Spring Lake Specific Plan, rezone the project site, and approve a Tentative Subdivision Map (TSM #4856), Conditional Use Permit and Development Agreement to allow the development of 183 detached single-family units in two phases and a 1.46 acre park, on an approximately 38-acre site located at the northeast corner of East Street and Sports Park Drive/ County Road (CR) 24A in the City of Woodland

THIS ITEM WILL BE OPENED AND CONTINUED TO THE AUGUST 23, 2016 COUNCIL MEETING.

Legislation Text

12.

File #: 16-625, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: General Plan Update Progress Report

Recommendation for Action: Staff recommends that the City Council take the following actions:

1. Receive progress report #8 regarding the General Plan Update Project
2. Accept the Public Draft General Plan Update 2035 documents; and
3. Authorize a budget adjustment and grant the City Manager authority to amend the existing General Plan consultant contract with Dyett Bhatia up to an additional \$17,200 to provide funds to complete necessary traffic modeling and analysis.

Staff Contact

Cindy A. Norris, Principal Planner - cindy.norris@cityofwoodland.org; (530) 661-5911

Background

The purpose of a monthly update is to keep the City Council informed as to the progress of the General Plan Update Project, to alert the Council to any concerns or issue that may arise, and to keep the Council apprised ahead with regard to potential upcoming workshops or meetings.

Fiscal Analysis

As of December 15, 2016 the consultant contract for Dyett and Bhatia included a total budget of \$947,000. The contract includes the subcontract for the transportation firm of Fehr and Peers as well as for AECOM, who is preparing the Housing Element update, Climate Action Plan Update and the Environmental document. The budget amendment is being requested to cover additional work for the transportation modeling for the EIR in an amount not to exceed \$17,200.

Discussion

During this reporting period the General Plan Team:

- Released the Draft General Plan Update 2035 on Friday, July 8, 2016 (Dyett & Bhatia)
- Prepared an administrative screen check draft of the Revised Housing Element (AECOM) (necessary to update the discussion of available sites based on proposed land use changes)
- Prepared initial administrative draft sections of the Environmental Impact Report (AECOM and Dyett & Bhatia)
- Prepared initial administrative draft of the Climate Action Plan (AECOM)
- Review internal comments on the initial administrative draft EIR and CAP sections (Staff)

Release of the Draft General Plan Update 2035

On July 8, 2016 the General Plan team released the General Plan Update 2035 for public review. The only component not included in the draft is the proposed revised Housing Element, Chapter 9, which will follow shortly. The City's General Plan consultant team of Heidi Tschudin, Dyett & Bhatia, Fehr and Peers, and staff, marshalled the resources necessary to stay as close to the initial schedule as possible as the Council has made it clear that completing the General Plan update is a top priority.

The Draft General Plan Update is organized into an Introduction and Administration Chapter and a number of "elements." Each element includes an introduction, background information, and a list of goals and policies. The Draft General Plan Update contains the following Elements:

- Land Use, Community Design, and Historic Preservation Element
- Circulation Element
- Economic Development Element
- Public Facilities and Services Element
- Healthy Community Element
- Conservation and Open Space Element
- Safety Element
- Housing Element

Public Review of the Draft General Plan

The Public Review Draft was released on the City's web site beginning July 8, 2016. The Public Review Draft is available for public review online at the City's web site at the following link:

http://cityofwoodland.org/gov/depts/cd/woodland_general_plan_2035/default.asp. Printed and electronic copies are available to be borrowed or purchased at the public counter of the City Community Development Department at 300 First Street, Woodland, CA 95695. The document will also be available for public review at the Woodland Public Library, 250 First Street, Woodland.

There will be a two month review period provided for public review, which will end Tuesday, September 13, 2016. Comments on the draft Plan may be submitted any time during that comment period.

A series of public meetings will be held in order to both provide an overview and to take public comments on the draft document. Meeting dates that are currently scheduled include:

July 25, 2016	General Plan Steering Committee Meeting
August 8, 2016	Community Open House

A workshop to more fully present the draft to both the Planning Commission and City Council will be held during the week of August 22. That date will be finalized in the coming weeks.

Follow up public hearings with both the Planning Commission and City Council will be scheduled in September, 2016. Staff and the team will also be meeting during this review period with other groups including the Chamber of Commerce and the Sustainability Committee.

Climate Action Plan and Environmental Review

The City will also soon release a Draft Climate Action Plan (CAP) Update. This document will extend the

timeframe of the current preliminary CAP from 2020 to 2035 and include other updates required by State law. The comment period and procedures for the Draft CAP Update will be described upon its release.

The City and its consultants (Dyett & Bhatia and AECOM) are preparing a Program-level Draft Environmental Impact Report (DEIR) pursuant to the California Environmental Quality Act (CEQA) to analyze and disclose the potential adverse significant impacts associated with implementation of the Draft General Plan Update and Draft CAP Update. A Final EIR addressing comments received on the DEIR will be prepared following public review of the DEIR. The Planning Commission and City Council will consider this information during their consideration of the final Draft General Plan and CAP Update documents. Following certification of the Final EIR, the City Council will adopt a final General Plan and CAP.

It is anticipated that the CAP and DEIR will be released in early August 2016. Additional public meetings on the Draft CAP and Draft EIR will be announced as they are scheduled. Public hearings on the Draft General Plan Update, Draft CAP and Draft EIR are anticipated to be held before Planning Commission and City Council in September and again in November with adoption anticipated in December 2016.

Budget Update

Due to the complexity of the traffic modeling for the General Plan Update and use of the Regional SACOG based model that has been tailored to Woodland, it was determined that additional analysis and evaluation were required in order to more fully meet the needs of the Circulation Element and EIR Chapter on Transportation. In particular, the City requested that the analysis be conducted based on peak hour, rather than average daily trips. The element includes analysis of multi-modal components and review of the alternative performance metric, Vehicle Miles Traveled (VMT) in addition to the Level of Service Standard (LOS). VMT provides a more comprehensive assessment of the overall travel in the city and is directly related to fuel consumption, air pollution and greenhouse gas emissions. VMT is able to capture the effects of land use patterns and density along with transit, bike and pedestrian improvements. In contrast, LOS typically measures driver delay and comfort. As a result of the additional work, the transportation consultant, Fehr and Peers, has requested an additional budget amount of \$17,200 to complete the remaining analysis in the EIR. A requested action is for the City Council to authorize the City Manager to approve a budget amendment to provide for additional work to complete the transportation section of the DEIR.

General Plan Update Schedule

The General Plan Team is focusing efforts on adoption in December of 2016. The consultant team and staff have committed resources to achieving the intensive schedule.

A series of public input meetings will be scheduled during July, August and into September; which will include a Community Open House and Workshop, public meetings with the Planning Commission and City Council, and meetings with the General Plan Steering Committee, Sustainability Committee and Chamber. The Chamber has requested working meetings with staff on individual chapters on successive Fridays after release of the draft. Final dates for scheduled meetings will be confirmed as soon as possible. The following are anticipated dates:

July 8, 2016 Release of ***Public Review Draft General Plan (DGP)***
July 19, 2016 City Council -- General Plan Update
July 25, 2016 General Plan Steering Committee
August 5, 2016 Release of ***Public Review Draft of the DEIR and CAP***
August 8, 2016 Community Open House
Aug 2016 Sustainability Committee

Week of August 22-25, 2016 Joint CC and PC Informational Workshop (date TBD)

Sept 1, 2016 Planning Commission -- Comments on Plan and DEIR Scoping meeting (tentative)

Sept 13, 2016 City Council -- Comments on Plan (tentative)

Sept 19, 2016 DEIR Public comment period ends

Sept - Oct Review of public comments and response

Oct 31, 2016 Release of FEIR and all revised documents (tentative; depends on the volume of comments received)

November Planning Commission Hearings (2)

December City Council Hearings (2)

Conclusion

Staff recommends that the City Council take the following actions:

1. Receive progress report #8 regarding the General Plan Update Project
2. Accept the Public Draft General Plan Update 2035 documents; and
3. Authorize a budget adjustment and grant the City Manager authority to amend the existing General Plan consultant contract with Dyett Bhatia up to an additional \$17,200 to provide funds to complete necessary traffic modeling and analysis.

Prepared by: Cindy A. Norris, Principal Planner

Reviewed by: Ken Hiatt, Community Development Director



Paul Navazio, City Manager

Legislation Text

13.

File #: 16-629, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: MakerSpace - Community Learning Lab (Library Improvement Project, CIP 15-08; Approve Plans and Specifications and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, approving the plans and specifications and authorizing bid advertisement for the MakerSpace - Community Learning Lab Project (Library Improvement Project, CIP 15-08).

Staff Contact

Greta Galindo - (530) 661-5984, greta.galindo@cityofwoodland.org

Fiscal Impact

The Maker Space - Community Learning Lab Project (Library Facilities Improvement Project, CIP 15-08) is funded in the Capital Budget in the amount of \$600,000. Funding for this project is part of the Measure E (MSE) funds that included improvements to the Woodland Public Library.

The City Council approved a Consultant Services Agreement for design services with Gyroscope, Inc. in the amount not to exceed \$147,680 on February 16, 2016. Based on the proposed plans prepared by Gyroscope, the Architect's opinion of construction cost is approximately \$510,000 including contingency. Construction inspection, project management, and soft costs are estimated at \$55,000. It is anticipated that an additional budget allocation of approximately \$150,000 will be needed to fully fund the project. Several bid alternates are included to give the city flexibility to pull elements out of the project depending on bid results. Final budget allocation recommendations will be presented to City Council for consideration with the bid award contract.

Equipping the five maker areas within the space will cost approximately \$75,000. This cost includes the equipment for each of the five maker areas and other FF&E such as tables and chairs, and storage equipment. The library is working to secure funds for equipping the space through private donations and grants. The library was recently awarded a \$30,000 grant from the Institute of Museum and Library Services through the California State Library for equipping the space. The Luna Vista Rotary group has also committed \$7,500 to the equipment. The library will continue to pursue donations and grant funding for equipment. Any remaining funding need for the equipping of the space will need to be appropriated from the Library Board Trust Fund.

Background

In 2015, the Woodland Public Library hired consultants Cathy Sanford and Christopher Brown to conduct an assessment for the creation and programming of a community library learning lab.

The learning lab or "makerspace" is a creative, mentor-led learning environment where people can create, and invent. Makerspaces enable the community to design and use technology that otherwise is not possible with the resources available to individuals. The proposed learning lab will be in an existing 1,600 SF space that is

currently being used as storage for the library.

A community process was conducted to find support and input for the makerspace was an integral part of the assessment. Several meetings and interviews were set up with different focus groups and various stakeholders to brainstorm and discuss the needs of the community in the makerspace. During these meetings, potential uses, benefits, age groups, partnerships, structure of lab, tools and activities were some of the topics that were discussed. An online survey was also part of the community input process.

The Woodland Public Library Community Learning Lab Report was reviewed and accepted by the Library Board on November 19, 2015. The City Council received the final report at its February 16th meeting prior to authorizing preparation of the plans and specifications for construction of the space.

Discussion

Gyroscope, in consultation with city and Library staff, has prepared plans and specifications for public bid of the project. The plans include all construction necessary to construct the improvements needed to convert the existing 1,600 square foot storage space on the ground floor of the library into a highly flexible makerspace / community learning lab including the following:

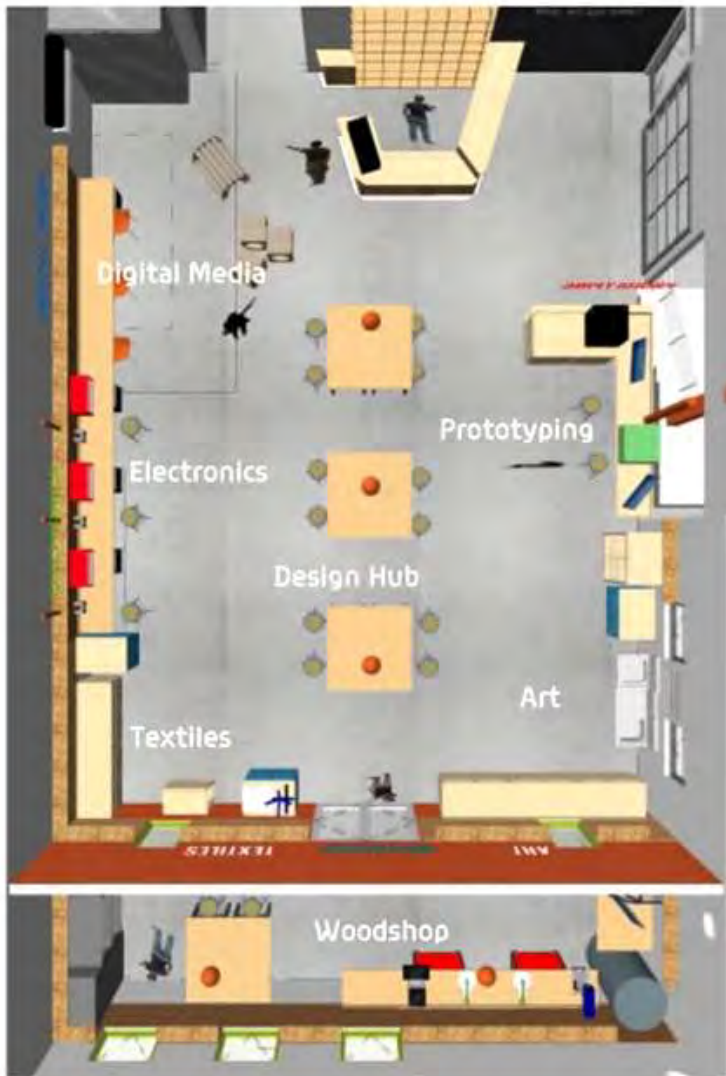
- Rough and finished electrical (lighting, outlets, panel upgrades, etc.)
- New Air conditioning and heating system
- Venting / dust control systems
- New doors and windows
- Wall to create contained “woodshop” area
- Opening to Leake Room to provide expanded/flexible programing
- Movable Fixtures and furniture

The physical improvements to the space are designed to support public work in the 5 maker areas. Working with paid staff, volunteers, and volunteer mentors, the library anticipates offering programming in:

- o Design and prototyping with 3-d printing and laser cutters
- o Design and building in the woodshop with hand tools and the CNC router
- o Textile and Arts area with sewing machines, screen printing, and a CNC vinyl cutter
- o Electronic arts area equipped for robotics work and computer building
- o Digital arts area supporting digital video and photography and graphic arts

The library will offer a selection of workshops, safety and basic use classes followed with open shop time.

Mentorships and partnerships with local companies will help deepen the learning and connections for those interested in doing more.



MakerSpace - Learning Lab Floor Plan



MakerSpace - Learning Lab Perspective View

Upon Council authorization and close of escrow, the project bids will be solicited with an approximate bid opening in late August. Bid results and recommendation to award will be presented to Council at their first meeting in September with construction likely to begin in October 2016. The project is anticipated to be completed and the MakerSpace - Community Learning lab open to the public in winter of 2017.

A full set of Plans and Specifications are available for review at the Community Development counter.

Recommendation for Action:

Staff recommends that the City Council approve Resolution No. _____, approving the plans and specifications and authorizing bid advertisement for the MakerSpace - Community Learning Lab Project (Library Improvement Project, CIP 15-08).

Prepared by: Greta Galindo, Library Services Director

Reviewed by: Ken Hiatt, Community Development Director

Paul Navazio, City Manager

ATTACHMENTS:

Attachment A - Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING BID
ADVERTISEMENT FOR THE MAKERSPACE – COMMUNITY LEARNING LAB
(LIBRARY IMPROVEMENT PROJECT, CIP 15-08)**

WHEREAS, the City of Woodland has budgeted \$600,00 in the Capital Budget to construct a makerspace and community learning lab at the Woodland Public Library, referred to as the Library Improvement Project, CIP 15-08 (the “Project”); and

WHEREAS, the City Council approved the Community Learning Lab Report for the Public Library and approved consultant agreement to design project on February 16, 2016; and

WHEREAS, plans and specifications for the bidding and construction of the Project have been completed with an architect’s opinion of cost for the improvements estimated at \$510,000 including a contingency amount of \$37,000; and

WHEREAS, the City Council desires to construct the Project.

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

Section 1. The City Council hereby approves the plans and specifications for the Spring Library Improvement Project, CIP 15-08, which are available on file with the City Clerk.

Section 2. The City Council authorizes City staff to advertise the Library Improvement Project, CIP 15-08 for bids, with bid opening date anticipated to occur in August 2016.

PASSED AND ADOPTED by the City Council this ____ day of July, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

Legislation Text

14.

File #: 16-620, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Water Rate Study Update

Recommendation for Action: Staff recommends that the City Council authorize the City Manager to award and execute a sole source contract with HDR Engineering, Inc. to prepare an update to the City's Water Rate Study

Staff Contact

Lynn Johnson, Senior Management Analyst-(530)661-5979, lynn.johnson@cityofwoodland.org

Fiscal Impact

Water enterprise funding in the amount of \$30,000 is included in the approved FY2017 budget to cover the cost of the project.

Background

HDR Engineering, Inc. prepared a comprehensive water rate study for the City in 2009 and again in 2012. The last update included water rate increases through January 2016. The 2012 approved rates provided for four rate adjustments of 17% each January from 2013 through 2016. Prior to the January 2016 17% planned water rate adjustment, staff updated the water rate analysis and recommended a reduced rate adjustment of 9.5% for 2016 that would also allow a smooth rate transition into the next five-year period.

Staff worked with Shawn Koorn of HDR Engineering to update the previous analysis to include actual construction costs for the Davis-Woodland Surface Water Supply Project and actual construction costs for the Woodland local surface water projects. The State Revolving Fund debt service was included, replacing traditional bond financing assumed in the 2012 Study. Additionally, City engineering staff updated the proposed Capital Improvement Program to coincide with the shift to Aquifer Storage and Recovery Wells to augment our surface water supply. Updated water consumption data was included in the analysis reflecting reduced water production resulting from city-wide water metering and the severe drought conditions. Adjustment to the annual revenue projections from introduction of a recycled water program was also included in the analysis.

Much of the work done for this interim analysis allowed us to project out through 2025 to make sure that our on-going revenues and expenses could be supported with the 2016 reduced rate increase and still maintain adequate cash flows to support on-going debt related to surface water projects and previously issued water

revenue bonds.

Staff recommended the 2016 water rate adjustments with the knowledge that we would need to do a full update of the Water Rate Study this year to support future water rate adjustments beginning in 2017. Any future rate increases will also require public outreach, proper noticing and public hearing as required by Proposition 218.

Discussion

Staff is recommending sole-source contracting with HDR Engineering, Inc. for the 2016 Water Rate Study since much of the preliminary data collection, cost of service analysis, and consumption projections were done with the interim study last year. The proposed update can use much of the data already collected without duplication of work and additional cost. The focus will be on updating the cost of service analysis to better inform and support our tiered billing system. Additionally, in response to on-going water conservation, the study will inform a future rate design that will most likely include a drought surcharge component. The drought surcharge concept allows water rates to be set based on current water consumption projections, but provides some flexibility should continued drought conditions and reduced water consumption create a significant reduction in revenue to the water utility. This tool is being used throughout California in response to fluctuating revenues related to the continued drought.

We are asking for authorization for the City Manager to award and execute the contract with HDR Engineering, Inc. during the Council recess so that work can commence this summer. The goal is to have a completed Water Rate Study by early fall so that we can prepare for community education and information sessions prior to the required Proposition 218 process including mailing, public hearing and protest period. The goal is to have adopted rates in place for January 2017 implementation.

Commission/Committee Recommendation

The Water Utility Advisory Committee discussed the update to the City's Water Rate Study at their July 6, 2016 meeting and is in concurrence with staff's recommended action.

Conclusion

Staff recommends that the City Council authorize the City Manager to award and execute a sole source contract with HDR Engineering, Inc. to prepare an update to the City's Water Rate Study.

Prepared by: Lynn Johnson, Senior Management Analyst



Paul Navazio, City Manager

Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO AWARD AND EXECUTE A CONTRACT
WITH HDR ENGINEERING, INC TO PREPARE A 2017 WATER RATE STUDY**

WHEREAS, the City of Woodland's last water rate increase was done in January 2016;
and

WHEREAS, the City needs to the update the Water Rate Study to inform future water
increases prior to initiating a Proposition 218 process; and

WHEREAS, the cost to prepare the updated study is included in the approved FY2017
budget; and

WHEREAS, we will sole-source contract with HDR Engineering, Inc. due to previous
data analysis and water consumption analysis work that has been completed that will be used to
prepare the updated Water Rate Study; and

WHEREAS, the City wishes to enter in to contract within the next month with the
consultant so that work can be completed prior to the initiation of a Proposition 218 process; and

WHEREAS, the City wishes to have adopted water rate adjustments in place for January
2017 implementation.

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

Section 1. The City Council authorizes the City Manager to award and execute a consultant
contract with HDR Engineering, Inc. in an amount not to exceed \$30,000.

PASSED AND ADOPTED by the City Council this 19th day of July, 2016, by the
following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

Legislation Text

15.

File #: 16-624, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Solar Project - Authorization for City Manager to Execute the First Amendment to the Lease Agreement with Conaway Preservation Group and to Execute Easement Agreements with PG&E

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, which authorizes the City Manager to execute the First Amendment to the 2014 Lease Agreement between the City and Conaway Preservation Group and to execute Easement Agreements with PG&E for the Water Pollution Control Facility solar project.

Staff Contact

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

Fiscal Impact

Conaway Preservation Group (CPG) has requested to have its attorneys' fees reimbursed in an amount not to exceed Ten Thousand Dollars (\$10,000.00), which would be paid from the special energy projects budget. Other than that cost and staff and City Attorney time and costs, there is no other fiscal impact associated with this action.

Discussion

The City's solar project includes six arrays. The systems at a wastewater screw pump, the Community and Senior Center, the Police Station, the Municipal Service Center, and the parking lot at Court and College Streets have been completed and tested and are operating. The remaining system, which will offset electricity use at the Water Pollution Control Facility (WPCF), has been constructed on a City parcel northeast of the WPCF but is not yet interconnected with the PG&E system. PG&E must make several equipment upgrades that are necessary to accommodate the energy output of this array before it can begin commercial operation. In addition, to perform the interconnection with the PG&E system, PG&E will install a distribution line from the array to an existing PG&E line approximately 400 feet to the west on another City-owned parcel. The two City properties are separated by a narrow strip of land owned by CPG, which contains a CPG irrigation canal and adjacent farm road. PG&E requires a 30-foot-wide utility easement along the 400-foot-long strip over which the line will extend.

In December 2014, the City executed a Lease Agreement with CPG for a 200-foot-wide segment of CPG's parcel in connection with the project. Rather than granting a utility easement directly to PG&E, CPG requests that the City, as lessee, grant PG&E the utility easement across the CPG parcel for the life of the solar project. Entering into the easement with PG&E requires amending the City-CPG Lease Agreement to slightly extend the leased area in addition to developing the relevant easement documents with PG&E. The City is also proposing to make minor additional changes to the Lease Agreement, including extending the term of the Lease

out past the duration of the life of the solar project to allow for decommissioning of the solar project.

Staff has been working with PG&E representatives on the specific area needed for the easements, and PG&E now has the easement documents under review. Although the specific terms of both the Lease Amendment and the Easement Agreements have not been finalized, PG&E has shared its typical easement language and construction sketches with the City and CPG. PG&E's typical utility easement terms include the following: (1) Granting PG&E the right to trim brush and trees that may interfere with or be a hazard to the PG&E facilities; (2) A prohibition on the construction of buildings or other structures or the drilling or operation of a well within the easement; and (3) Granting PG&E the right to assign to another public utility the right to install, inspect, maintain, replace, remove, and use communications facilities within the easement area. Due to concerns CPG raised with the second item concerning construction within the easement area, PG&E is drafting clarifying language to the effect that the utility easement does not prohibit canal maintenance or the construction of structures that may potentially be needed to stabilize the canal banks.

In order to expedite completion of the PG&E work and complete the last remaining segment of the City's solar project, staff requests that the City Council at this time authorize the City Manager to execute the relevant documents upon their completion and City Attorney review.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, which authorizes the City Manager to execute the First Amendment to the 2014 Lease Agreement between the City and CPG and Easement Agreements with PG&E for the Water Pollution Control Facility solar project.

Prepared by: Roberta Childers, Environmental Resource Analyst

Reviewed by: Gregor G. Meyer, Public Works Director



Paul Navazio, City Manager

Attachment: Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS WITH PG&E
AND CONAWAY PRESERVATION GROUP TO FACILITATE THE
INTERCONNECTION OF THE WATER POLLUTION CONTROL FACILITY
SOLAR ARRAY TO THE PG&E SYSTEM**

WHEREAS, the City of Woodland has contracted through a power purchase agreement with Woodland Solar Power Generation Station LLC for the long-term operation and maintenance of six solar arrays that will generate electricity to offset the energy used at several City facilities; and

WHEREAS, one of the arrays is situated on City-owned parcel 027-390-022-000 northeast of the Water Pollution Control Facility (WPCF) and will offset power used at the WPCF; and

WHEREAS, the interconnection of the WPCF array to the PG&E system requires that PG&E install a distribution line between the array on parcel 027-390-022-000 and an existing PG&E line approximately 400 feet to the west of the array on City-owned parcel 027-390-037-000, and this line will traverse portions of the two City parcels and a segment of Conaway Preservation Group (CPG) parcel 027-390-012-000 that lies between the two; and

WHEREAS, PG&E requires a 30-foot-wide utility easement across parcels 027-390-022-000, 027-390-037-000, and 027-390-012-000 in order to install and maintain the distribution line; and

WHEREAS, the City in December 2014 entered into a Lease Agreement with CPG to lease a segment of CPG's parcel 027-390-012-000 to meet certain PG&E requirements for the use of a favorable PG&E tariff, and CPG now desires that the utility easement across CPG's parcel be accomplished between the City, as CPG's lessee, and PG&E rather than directly with CPG; and

WHEREAS, the Lease Agreement must be amended to extend the leased area to encompass the specific area of the property needed for the utility easement and to incorporate additional language pertaining to the relationship between CPG, the City, and PG&E with regard to the easement; and

WHEREAS, the City Council of the City of Woodland has been presented with the general terms of the pending easement and lease amendment documents and recognizes the need to expedite their execution upon their finalization by the parties involved.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council of the City of Woodland authorizes the City Manager to execute a First Amendment to the Lease Agreement between the City and CPG to facilitate granting of a PG&E easement across CPG parcel 027-390-012-000; and

2. The City Council of the City of Woodland authorizes the City Manager to execute the Easement Agreements between the City and PG&E for the easements necessary for PG&E to connect the Water Pollution Control Facility solar array to the PG&E system.

PASSED AND ADOPTED this 19th day of July 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

Legislation Text

16.

File #: 16-627, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Ballot Argument - Half-Cent Sales Tax Extension (Measure F)

Recommendation for Action: Staff recommends that the City Council:

- 1) Designate a Council subcommittee to draft ballot argument for Measure F (half-cent sales tax extension); and
- 2) Authorize all Council Members to sign the ballot argument to be filed with the City Clerk no later than 5:00PM on August 12, 2016; and
- 3) Authorize one or more Council members to draft and file a rebuttal to any argument opposing Measure F, should one be filed with the City Clerk.

Staff ContactAna B. Gonzalez, City Clerk - 530-661-5806, ana.gonzalez@cityofwoodland.org**Background**

At its meeting of June 21st the City Council unanimously passed Ordinance No. 1599 which placed on the November 2016 ballot a measure to extend the city's existing ½-cent sales tax for an additional 12 years. The Council also passed Resolution No. 6674 calling for the municipal election to be consolidated with the November general election.

The City Clerk filed the required documents with the Yolo County Elections Office, which assigned "Measure F" to the half-cent sales tax extension measure to appear on the November ballot. The Elections Office also provided the statutory timeline for submitting ballot arguments for measures appearing on the November ballot, as follows:

- Ballot Arguments August 12, 2016 300-word limit
- Rebuttal to Ballot Arguments August 22, 2016 250-word limit

Further, the guidelines for submitting ballot arguments may be filed by:

- The legislative body, or any member of the legislative body authorized by that body
- Any individual voter who is eligible to vote on the measure
- Bona fide association of citizens
- Any combination of voters and associations of citizens

In the event that more than one ballot argument is filed with the City Clerk by the filing deadline, the City Clerk shall select one of the arguments in favor and one of the arguments against the measure for printing and distribution to the voters.

Discussion

In the past, the City Council has generally chosen to submit a ballot argument in favor of ballot measures it has placed before the voters. In order to comply with the requirements of the Brown Act the Council may choose to file a ballot argument by either taking action to approve a draft ballot argument or, alternatively, designate a Council sub-committee to draft the ballot argument and authorize the entire Council to sign the argument and have it filed with the City Clerk.

Given the August 12th filing deadline for ballot arguments, combined with the fact that the July 19th Council meeting is the last regularly scheduled meeting prior to this deadline, it would be most practical - should the Council choose to file a ballot argument for Measure F - for the Council to appoint a Council sub-committee to draft the ballot argument and authorize the entire Council to sign the argument.

It should be noted that once the Council has taken action to place a city measure on the ballot, public funds may not be used to advocate for or against the measure. As such, the city can only provide objective information to the public related to the measure.

Conclusion

It is recommended that the City Council designate a sub-committee to draft the ballot argument for the extension of the half-cent sales tax, appearing as Measure F on the November ballot, and further authorize the entire Council to sign the ballot argument prior to the filing deadline of August 12, 2016, as well as draft and sign a rebuttal argument, if needed.

A handwritten signature in black ink, appearing to read "Paul Navazio". The signature is fluid and cursive, with the first name "Paul" and last name "Navazio" clearly distinguishable.

Paul Navazio, City Manager

Legislation Text

17.

File #: 16-610, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Designate Delegate for the Annual League of California Cities Conference

Recommendation for Action: Staff recommends that the City Council designate a voting delegate to represent the City at the Annual Conference of the League of California Cities to be held in Long Beach, October 5 - October 7, 2016.

Staff Contact

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

Background

The City Council is asked to designate a Council Member to represent the City as voting delegate at the Annual League of California Cities Conference in October. This Conference affords Woodland the opportunity to vote on resolutions of importance to cities.

Each year the Council is asked by the League of California Cities to designate a voting delegate and an alternate to cast the City's vote at the general business session of the League's annual conference. Each City regardless of size has one vote at the business session where resolutions on a variety of topics are presented for action. Adopted resolutions become the League program of action for the coming year and in many instances result in legislation being introduced. The designation will be forwarded to the League.

Discussion

It is important for the City to remain active and engaged in the League of California Cities and designate a Council Member to act on behalf of the City at the annual conference. The League will be involved in several critical issues affecting California cities this year, including the State budget, the pension reform and various issues associated with public safety and infrastructure. The designated representative will be asked to vote on League resolutions that will form the legislative platform for these issues and many others that will impact California cities.

Conclusion

Staff recommends that the City Council designate a voting delegate to represent the City at the Annual Conference of the League of California Cities to be held in Long Beach, October 5 - October 7, 2016.

Prepared by: Jennifer Robinson, Secretary to the City Manager

Reviewed by: Ana B. Gonzalez, City Clerk

A handwritten signature in black ink, appearing to read "Paul Navazio". The signature is fluid and cursive, with the first name "Paul" and last name "Navazio" clearly distinguishable.

Paul Navazio, City Manager

Attachments

Council Action Advised by July 31, 2016

June 10, 2016

TO: Mayors, City Managers and City Clerks

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference – October 5 – 7, Long Beach

The League's 2016 Annual Conference is scheduled for October 5 – 7 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for noon on Friday, October 7, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, September 23, 2016. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures that are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: www.cacities.org. In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 5, 8:00 a.m. – 6:00 p.m.; Thursday, October 6, 7:00 a.m. – 4:00 p.m.; and Friday, October 7, 7:30–10:00 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League office by Friday, September 23. If you have questions, please call Kayla Gibson at (916) 658-8247.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: _____

**2016 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM**

Please complete this form and return it to the League office by Friday, September 23, 2016. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ E-mail: _____

Mayor or City Clerk _____ Phone: _____
(circle one) (signature)

Date: _____

Please complete and return by Friday, September 23, 2016

League of California Cities
ATTN: Kayla Gibson
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: kgibson@cacities.org
(916) 658-8247

Legislation Text

18.

File #: 16-628, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Next Steps for Filling Council Vacancy by Appointment

Recommendation for Action: Staff recommends that the City Council:

- 1) Receive an update on the Council vacancy and
- 2) Provide direction on “next steps” for filling the vacancy.

Staff ContactAna B. Gonzalez, City Clerk, 661-5806, ana.gonzalez@cityofwoodland.org**Background**

Mayor Pro Tempore Bill Marble informed the City that he would be relocating out of the country and submitted his resignation letter effective July 4, 2016 resulting in a vacant Council seat. Government Code section 36512 (b) provides that a vacancy on a local governing board must be filled by either a) an appointment or b) the calling of a special election within 60 days of the vacancy occurring.

At the June 7th Council meeting, Council gave direction to staff to begin the recruitment process to fill the vacancy. The recruitment began on Friday, June 24th and closed on Thursday, July 14th at 5:00 PM. At the close of the recruitment period, staff received 6 applications.

The following individuals have submitted applications for consideration of appointment to the City Council (see attached applications):

- Marlin “Skip” Davies
- Martie Dote
- James Glica-Hernandez
- Anne Ragsdale
- Christine Shewmaker
- James Vorhees

Discussion

Staff is seeking Council direction on next steps in the appointment process.

As discussed previously, should the Council choose to review and narrow the list of applicants and/or conduct formal candidate interviews, this could be done by either the City Council as a whole, or by an ad hoc subcommittee formed specifically for this purpose. If the City Council, as a body, interviews the applicants, those interviews must be conducted in open session. The Brown Act does not permit a closed session for this purpose.

To assist in the process of evaluating applicants to fill the Council vacancy, the League of Women Voters has

offered to sponsor a candidate forum. (The LWV have tentatively suggested at date of August 10th for such an event).

Qualifications of Candidates for the City Council

Staff believes that all of the applicants to fill the Council vacancy meet the qualifications established in Elections Code for the unexpired term of the at-large seat vacated by the resignation of Dr. Marble. However, as noted, any person who is appointed to the vacancy and resides in Districts 2, 4, or 5 would not be able to run for a seat in the November 2018 municipal election unless he or she changed residency prior to the election.

Sample Timeline

	<u>DATE</u>	<u>(DAYS)</u>
Mayor Pro Tempore Marble's Last Council Meeting	June 21 st	
Effective Date of Vacancy	July 4 th	0
Recruitment Period	June 24th - July 14th	+ 10
Last Council Meeting before Summer Recess (Earliest Date of possible Appointment)	July 19th	+ 15
Initial Review of Applications	TBD	
League of Women Voters Forum (if desired)	August 10 th (tentative)	
Selection of Appointment - Regular Meeting (Last Date of Possible Appointment)	August 23rd	+ 50
Statutory Deadline for Appointment	September 2nd	+ 60

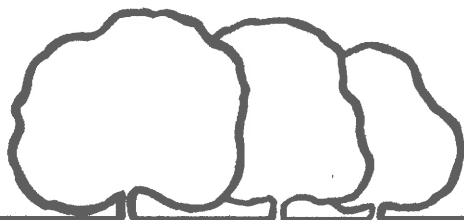
Conclusion

Staff recommends that the City Council receive an update on the Council vacancy and provide direction on "next steps" for filling the vacancy.



Paul Navazio, City Manager

Attachment: Council Applications



City of Woodland

City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806

(530) 661-5813

APPLICATION FOR CITY COUNCIL VACANCY

(To fill unexpired At-Large term through municipal election of November, 2018)

Please submit as an electronic file or in hard copy.

RECEIVED

Eligibility Requirements (California Government Code Section 36502):

- U.S. Citizen
- 18-years of age
- Resident of the City of Woodland

JUN 27 2016

City Manager's Office

*Please note that the information you submit will be a public record.
Your application will be included in a City Council agenda packet and posted online.*

Name: Marlin H. "Skip" Davies

Primary Residence: 1605 Camino Way, Woodland 95695

Telephone Number: 530-662-4892

E-Mail Address: skipandjulie@sbcglobal.net

QUESTIONNAIRE

Please answer the following questions regarding your interest in seeking appointment to the vacant City Council seat. Your answers may be as brief or as detailed as you believe is necessary to respond.

1. What motivates you to seek appointment to the City Council? This appointment would provide an opportunity for me to continue to serve to the City. As the City of Woodland transitions to Council member District elections I believe I can provide leadership, mentoring and stability throughout the process. In addition I have kept abreast of current City matters and believe I can fill the remainder of Dr. Marbles term in a smooth and orderly manner. My interest would be to enable the City to continue the positive momentum it has attained while finding workable solutions to new issues.

2. What do you consider to be the top three issues the City will face in the next two years? Explain. 1. Adoption of the General Plan - This action will guide the future of Woodland over the next two plus decades. The General Plan will provide direction for numerous planning elements. All are very important, but I have a intense interest in identification of a Flood Solution and a timely plan for Rail Relocation. 2. Homeless Issues and needs - The homeless problem continues to escalate on all levels of our society. In Woodland the problem continues to manifest, effecting our community and business health. The City Council must work with all levels of government and our community organization to secure more options for our homeless population. 3. Budget Needs - This area is a continuing focus of government ranging from renewing the current 1/2 cent sales tax, improving the salaries and maintaining benefits for employees, sustainability opportunities, effective management of all resources generated locally and through other avenues.

3. Describe a particular issue that the City is currently facing that you feel passionate about. There are many issues I am passionate about within our City. However most pressing is the efforts to pass the continuance of the present 1/2 cent sales tax, known as Measure E. The resources from this revenue source are essential to the City's infrastructure, financing of Public Safety, Library resources/renovation and providing resources for the City's Parks and Recreation programs. If this income source terminates it would have an immediate crippling effect on the City.

4. In the past year, describe a decision or action that the Woodland City Council has taken that you have disagreed with and why. I sincerely believe that our City Council with the support of staff gets it right when it comes to making decisions. It is difficult for me to disagree when I do not know all the elements that went into their decisions. Thus this question is difficult to answer: 1. However I believe the issue surrounding the orientation of the new elementary school in Spring Lake was poorly handled by the two agencies, The City and the WJUSD, the plan adopted create serious traffic, safety and neighborhood congestion issues that will encumber the community for decades, similarly to the Tafoya school site. The challenges' of coordinating issues that cross jurisdictional boundaries are significant and difficult. 2. Process for the selection of the City Mayor. I believe the rotation plan of successive one year terms does not meet the needs of the City or allow the Mayor significant time to effectively represent the City's interests. The subject needs further review.

5. If selected to serve on the Woodland City Council, what would be your top three goals and what new direction would you seek? 1. Adoption of a flexible, business enhancing and forward focused General Plan. 2. Providing additional opportunities for the Homeless to become productive society members, I formed and led a study group previously while on the Council, we made minimal progress and there is more to do. 3. Lead continued discussion regarding the Mayoral selection process under the district Council member election processes. Including discussions about returning to a June election cycle for Council.

6. Why are you the most qualified applicant to be appointed to the City Council? I have been a resident of Woodland since 1966 and have made continued efforts to assist the City to adopt and transition to improved levels of service and effectiveness during that time. I was elected twice to the City Council in 2006 & 2010, and served twice as Mayor during those periods. I also served on the Recreation Commission for ten years previous to being elected to the City Council. My Council experience has been recent (2006-2014) and I am current on most matters. While on the Council participated in several Council Committees and assignments: 1. Sustainability(Energy), 2. Chamber of Commerce, 2X2's with Yolo County, Library and WJUSD/WCC, 3. Yolo Housing Authority - Director, 4. Yolo County Energy Committee, 5. SACOG, 6.Yolo-Solano Air Quality District, 7. Woodland-Davis Clean Water Agency, these experiences are recent and would assist in the transition of a new Council member. I currently serve the City in three committee assignments identified previously. I have also attended numerous City Council meetings recently to update my knowledge level on numerous issues.

SUPPLEMENTAL INFORMATION

1. Do you have business connections and/or investments that may result in a possible conflict of interest? If yes, please explain. No.

2. Do you serve, or have you ever served, on a City board or commission? If yes, which one and when? See above. 1. City Council (2006-2014), 2. Parks and Recreation(Childcare) Commission (1990 -2000?) 3. Recreation Foundation (2015-present), 4. Flood Control Advisory Committee (2015 - present), 5. Manufactured Home Fair Practices Commission (2015 - present).

3. Please attach a resume that includes the following information:

- Employment experience
- Organization, community and service experience
- Educational background and other training
- Honors and Awards

4. Please provide a separate biographical statement summarizing your background, interest, and qualifications for service as a member of the Woodland City Council.

5. Please provide the name, phone number, and relation to you of three personal or professional references. Names presented are professional references: 1. Matt Rexroad, Yolo County Supervisor, matt@rexroad.com, (916-539-0455) 2. Jesse Ortiz, Yolo County Superintendent of Schools, jessejr@hotmail.com,(530-908-1000), 3. Monica Chahal, Dean of Instruction - Woodland Community College, (530-218-1439 or 530-661-5714), 4. Harland Morley, Retired, 603 College St, Woodland (662-7831)

Applications Must be Received by 5:00 p.m., Thursday, July 14, 2016
Return application to:

Office of the City Clerk
City Hall
300 First Street
Woodland, CA 95695
Email: Ana.Gonzalez@cityofwoodland.org

Note: Applicants will be contacted regarding the next stage of the process.

MARLIN H. "Skip" DAVIES

1605 Camino Way • Woodland, California 95695 • (530-662-4892)

EDUCATION:

Administrative Internship

California State University, Sacramento – 1974

Ed.D., Curriculum Development and Supervision

Utah State University, Logan, Utah – 1972

M.A., Physical Education

Sacramento State College, Sacramento – 1969

A.B., History; A.B., Physical Education

University of California, Davis, Davis, California – 1964

A.A., Social Studies

Yuba College, Marysville, California – 1960

LIFE CREDENTIALS:

Community College Supervisor Credential

Community College Instructor Credential

General Secondary Teaching Credential

General Elementary Teaching Credential

General Administration Credential

ADMINISTRATIVE POSITIONS:

Yuba Community College District

Executive Dean, Interim, Clear Lake Campus 2014-2015

Dean of Instruction, Interim, Woodland Com. Col. 2012-2013

Dean of Instruction, Interim, Woodland Center 2009-2010

Dean of Instruction, Interim, Woodland Center 2005-2006

State of California Community College Chancellors Office

Vice Chancellor, Interim 2005-2006

Los Rios Community College District

Deputy Chancellor 2002-2004

President, Folsom Lake College Centers 2000-2002

Provost, Folsom Lake College Centers 1998-2000

Interim Assistant Chancellor, Educational Services 1997-1998

Los Rios Community College District, Cosumnes River College

Dean, Folsom Lake College Center 1993-1997

Dean, Fine Arts, Health, P.E. & Athletics 1991-1993

Dean, Technology, Health, P.E. & Athletics 1983-1990

Woodland Joint Unified School District

Principal, Douglass Junior High School 1972-1983

Vice Principal, Woodland Junior High School 1971-1972

Teacher, Woodland High School 1966-1969

ADMINISTRATIVE FUNCTIONS - Los Rios Community College District:

- Provide leadership and supervise instruction, student services, human resources and information technology.
- Direct the development of educational specifications and the facility planning for Folsom Lake College.
- Liaison between the University of California, Davis and California State University on articulation efforts, transfer agreements and facility planning.
- Chief negotiator for the Los Rios Community College District for union contracts with the Los Rios College Federation of Teachers, Service Employee International, and the Los Rios Classified Employees Association.
- Coordinate efforts focused on concurrent enrollment and legislative efforts relating to SB 338 & developed strategies for Centers development.
- Coordinate the efforts of the Los Rios Colleges Accreditation Self-Study Processes, including the initial accreditation application for Folsom Lake College.
- Initiate policy development in employment procedures, employee evaluation and employee discipline.
- Coordinated efforts to secure donations and political support for the Los Rios Community College District's successful facilities bond.
- California Community Colleges Chancellor's Office Review – 2004
 - Co-chaired with Tom Fryer the system office review and reported findings to the Board of Governors.

PROFESSIONAL AFFILIATIONS:

Association of California Community College Administrators (ACCCA)
Community College League of California (CCLC)
Deans of College Centers
Western Association of Secondary Schools and Colleges Accreditation Team Member
American Association of Junior Colleges (AAJC)

COMMUNITY SERVICE AFFILIATIONS:

Council Member & Vice Mayor – City of Woodland, 2006-08 & 2010-2012
Mayor & Council Member - City of Woodland, 2008-2010 & 2012-2014
Woodland Chamber of Commerce - 2006 - present
City of Folsom Chamber of Commerce – Leadership Chairperson
Folsom Economic Development Corporation – Board of Directors
Rancho Cordova Chamber of Commerce
Woodland Parks and Recreation Commission-Commissioner, 1990-2000
Woodland Recreation Foundation, 2015 - present

Woodland Manufactured Home Fair Practices Commission, 2015 - present
 Woodland Flood Advisory Flood Advisory Committee - Chairperson, 2015 - present

RECOGNITIONS:

Woodland Athletic Hall of Fame - Woodland Elks	1992
City of Woodland - Recognition - Brooks Swim Center Build. Const.	1993
El Dorado Center - CRC - Colleagues Award	1994
City of Woodland - Community Service Award	1996
Yolo County - Yolo Champions Award for Service	2002
Cosumnes River College - Leadership Recognition	2004
Woodland High School-W.J.U,S,D. - Weight Room Construction	2004
Folsom Chamber of Commerce - You Made a Difference	2004
Los Rios Community College District - Golden Apple Award	2004
Cosmunes River College - Athletic Hall of Fame	2008
Woodland Community College - Faculty & Staff Recognition	2011
Yuba College - Athletic Hall of Fame	2012
Woodland Community College - Founders Recognition	2015

NOTES:

- * Parents - Marlin & Florence Davies,
- * Wife - Juliann (1962), Daughters: Teresa Davies (Alan), Diane Conley(Brent/Garrett), Miriam Fisk (Jason, Julia, Tucker, Carmin)
- * Julie and I were first college graduates in our families
- * Beginning at Yuba College in Marysville, Bud Van Duren football coach & Walter Gottlund -Dean, mentors
- * Advanced degrees provided opportunities
- * Yuba College, Woodland Center began in Annex at Douglass Junior High, provided facilities for classes afternoons, evenings, weekends - Pres. Dan Walker & I reached agreement
- * Community College Administrative success, based on 7-12 experience
- * Coordinated Los Rios first District wide Accreditation - Four colleges simultaneously - ARC, CRC, FLC, SCC
- * Folsom Lake Center to College status, opened Centers in Cordova, negotiated placement of Davis Center of SCC on UCD campus.
- * Blessed with strong faculty and staff at every level

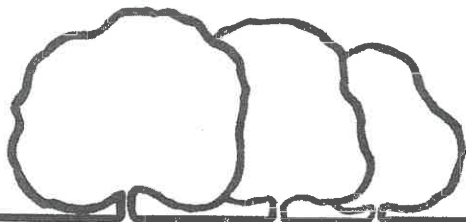
Biographical Statement

I was born in New York and moved with family to California during the second World War, residing within the state since the 1950's. I am a graduate of Yuba College(AA), UCD(AB), Sacramento State(MA) and Utah State(EdD). I spent my professional career in education as a Teacher, Coach. and Administrator with the San Juan & Woodland Joint Unified School Districts and the Los Rios Community College District. I have been married to Juliann for 54 years and have three daughters(Teresa, Diane & Miriam) and five grand children. My wife and I have lived at our current address in Woodland since 1971.

I have provided service to the Woodland Community as an Educator, Commission Member, and Council Member and as the City's Mayor. These services have spanned several decades and are enumerated within my application and resume(attached).

My interests have always been my family, the outdoors, youth and youth programs, education, and the Community of Woodland. I have a sincere interest in continuing to serve the City of Woodland by completing the term of Dr. Bill Marble, I believe I am uniquely qualified to serve the remaining two years of his term.

I would bring to the Council recent Council experience as well as recent committee and inter-jurisdictional experiences. I also am well recognized and well known in the community thus providing access for many segments of the community. In addition I am retired and would be able to provide significant time commitment to Council business.



City of Woodland

City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806

(530) 661-5813

APPLICATION FOR CITY COUNCIL VACANCY

(To fill unexpired At-Large term through municipal election of November, 2018)

Please submit as an electronic file or in hard copy.

Eligibility Requirements (California Government Code Section 36502):

- U.S. Citizen ✓
- 18-years of age ✓
- Resident of the City of Woodland ✓

*Please note that the information you submit will be a public record.
Your application will be included in a City Council agenda packet and posted online.*

Name: Martie L. DOTE

Primary Residence: 2 Clanton Ave.
Woodland, CA 95695

Telephone Number: 530-666-6959

E-Mail Address: tomclote@gmail.com

RECEIVED

JUL 14 2016

CITY CLERK'S OFFICE

QUESTIONNAIRE

Please answer the following questions regarding your interest in seeking appointment to the vacant City Council seat. Your answers may be as brief or as detailed as you believe is necessary to respond.

1. What motivates you to seek appointment to the City Council?
2. What do you consider to be the top three issues the City will face in the next two years? Explain.
3. Describe a particular issue that the City is currently facing that you feel passionate about.

4. In the past year, describe a decision or action that the Woodland City Council has taken that you have disagreed with and why.
5. If selected to serve on the Woodland City Council, what would be your top three goals and what new direction would you seek?
6. Why are you the most qualified applicant to be appointed to the City Council?

SUPPLEMENTAL INFORMATION

1. Do you have business connections and/or investments that may result in a possible conflict of interest? If yes, please explain.
2. Do you serve, or have you ever served, on a City board or commission? If yes, which one and when?
3. Please attach a resume that includes the following information:
 - Employment experience
 - Organization, community and service experience
 - Educational background and other training
 - Honors and Awards
4. Please provide a separate biographical statement summarizing your background, interest, and qualifications for service as a member of the Woodland City Council.
5. Please provide the name, phone number, and relation to you of three personal or professional references.

Applications Must be Received by 5:00 p.m., Thursday, July 14, 2016
Return application to:

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City Hall
300 First Street
Woodland, CA 95695
Email: Ana.Gonzalez@cityofwoodland.org

Note: Applicants will be contacted regarding the next stage of the process.

QUESTIONNAIRE

1. What motivates you to seek appointment to the City Council.

I served on the Council with Dr. Marble for a term and came to respect him and his positions on policies and other items of mutual interest. For example, he and I both represented the City of Woodland on the Water Resources Association and the Surface Water Project board. I would be honored to complete his term of office, hopefully acting in his stead and consistent with his positions. I also feel my experience both at the City and in the community uniquely qualifies me to replace Dr. Marble. As one of only three women to serve on the Council, I think adding to the diversity of the Council is important. I know the effort involved with Council service, and I am ready to commit the time and energy needed.

2. What do you consider the top three issues the City will face on the next two years? Explain.

The City needs to complete the General Plan update. This is the document that tells the citizens and potential developers what the City's priorities will be for the next five – ten years. We need this plan in place so we can focus resources.

As Springlake builds out we need to complete the specific plans for the remainder area, and the north of Kentucky region. These should be the next growth areas and the specific plans need to be set in motion.

Continuing with development of the downtown should be a priority. There have been some good starts, but the effort needs to continue. This includes completing the State Theater renovation and improving parking in the core.

- 3 Describe a particular issue the City is currently facing that you feel passionately about.

As I talk to business owners or others who frequent the downtown area, the issue of our homeless residents keeps coming up. Looking around town, one can see small gathering and camping sites homeless people are using. The number of homeless folks seems to be outstripping the available resources for providing services. We need to examine service providers, help consolidate similar services and organize venues for the homeless to receive training and shelter until they can stand on their own.

4. In the past year describe a decision or action that the City Council has taken that you have disagreed with and why.

While I like the idea of branding areas as special (fabulous first street) I would like to see special attention being paid to other notable areas and them identified

as well. Marking areas as having special characteristics could go a long way to making the downtown lively and “quaint”. This was one of the ideas behind the ceramic cats of Dead Cat Alley. Also, we need action on the eye sore at Third and Main, so we can develop the site.

5. If selected to serve on the Woodland City Council, what would be your top three goals and what new direction would you seek?

My first goal would be to complete the General Plan update. Secondly, and this ties into the General Plan, would be to recruit industries/businesses that could upgrade the jobs for Woodland residents, and zone the necessary land for them to site in Woodland. I would use resources such as UCD for attracting start up businesses. Thirdly, a sub-committee of the Council should look into strategies and best practices the City can engage to address the homeless issues.

I would like the Council to engage in a planning session every year where we revisit the Vision, Mission and Goals statements, update where necessary, remove completed goals and add new ones, and submit a public report for the web site.

6. Why are you the most qualified applicant to be appointed to the City Council?

I was elected to two terms on Council, in 2000 and 2008, so I am well versed in procedures and activities the Council engages in. I have served on 2x2's, The WRA, LAFCO, Habitat Conservation Plan, with Neil Peart as a subcommittee to finalize the design standards for Spring Lake, the Surface Water Project Board, and various other duties. In addition, I have actively engaged in the community processes, having served on the Habitat for Humanity board, The Opera House Board of Trustees, Woodland Chamber of Commerce Board and Chair of the Women's Luncheon, the WAVE Board, Woodland Planning Commission, and the Yolo County Grand Jury.

I feel the depth and breadth of my public service positions me to step into the role of Council Member and hit the ground running with virtually no transition time. When I served on Council I was totally dedicated to the work and preparation for meetings. I never missed a Council meeting and almost never an assignment on behalf of the Council. I am passionate about the future of our city and providing services and opportunities for our citizens. I would bring to the Council a wealth of experience and energy. In addition, I do not reside in Dr. Marble's district, so at the end of his term I would not be able to run for his seat, thus opening the Council to new representatives.

SUPPLEMENTAL INFORMATION

1. No, I have no business interests or investments that would lead to conflict of interest.

2. I served on the Woodland Planning Commission twice, 1999-2000 and 2004-2008.
3. resume and biography are attached

References:

Justin Dote, 530-867-4673, step son.

Lynn Smith, 530-666-0202, friend

Pat Murray, 530-662-9092, friend and fellow Planning Commissioner

RESUME

Martie L. Dote
2 Clanton Ave.
Woodland, CA 95695
530-666-6959

EDUCATION: University of California at Davis, Bachelor of Science, Biological Sciences, research emphasis.
UCD Extension Services: classes and workshops in CEQA Project Management, Air Quality Impacts of Transportation Projects, Urban design.
SACOG, classes in urban development
Woodland Community College, classes in Physical and Cultural Anthropology, Sociology, Creative Writing, Geology and Geography.
La Sierra High School, college prep classes and advanced English, Math and Science classes.

EMPLOYMENT EXPERIENCE:

Since retirement, I have worked for Photography by Dote doing book keeping, retouching, post-production work, and as a substitute teacher in WJUSD.

Fourteen years as Transportation Senior Planner for the Yolo County Transportation District. Retired in 2005. Tasks included transit route design, grant applications, Congestion Management Planning, development review, funding for county wide public transportation projects.

Fourteen years for the Yolo County Office of Education in school busing. Seven years as a driver, then department secretary, then seven years as department director. Transport special education children county-wide and out of county, develop and manage department budget, purchase school buses and other equipment, supervise employees.

Eight years at UCD in Zoology and Biological Chemistry and Endocrinology Departments. Research in biophysics, muscle chemistry, cytochrome chemistry and enzymology.

Pacific Bell, Plant Service Clerk. Summer work.

ORGANIZATION, COMMUNITY AND SERVICE EXPERIENCE

In addition to serving two terms on the City Council, I have actively engaged in the community processes, having served on the Habitat for Humanity board, the Opera House Board of Trustees, Woodland Chamber of Commerce Board and Chair of the Women's Luncheon, the WAVE Board, Woodland Planning Commission, and the Yolo County Grand Jury. I also tutor students who need to get caught up or prepare for testing.

HONORS AND AWARDS

Honors at Entrance from University of California at Davis, Dean's List.

BIOGRAPHICAL STATEMENT

Martie Dote
2 Clanton Ave.
Woodland, CA 95695
530-666-6959

Martie was born in Sacramento and grew up in Carmichael until leaving for college at UCD. At high school she focused on college prep classes, including advanced placement English, science and mathematics. She was president of the Biology Club and spent one period of her senior year working as a lab assistant for the biology teacher. She also studied German for four years.

She received Honors at Entrance at Davis, and began her major studies for Biological Sciences. She continued German as a minor for three years, and added extensive chemistry and biochemistry classes. After receiving her BS, she continued working at Davis in the Zoology Department and Biological Chemistry and Endocrinology Departments in the Medical School.

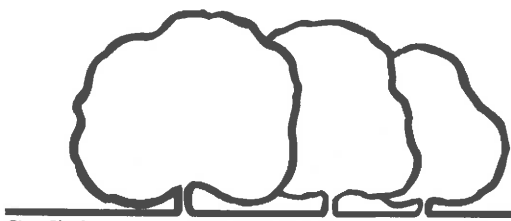
Her first marriage to an organic chemist brought lots of changes, and she left the UCD scene to work at the Yolo County Office of Education in special education school busing. During this time she and her husband moved to a small farm in Yolo County and followed the principles of "voluntary simplicity", raising their own food and living in a sustainable manner.

After her divorce, she was recruited to work for the (then) Yolo County Transit Authority as the Senior Planner, where she designed service routes, wrote grant applications and prepared the County Congestion Management Plan.

After retiring from the Transportation District, she worked full time for Dote Photography (her current husband's business) doing accounting, retouching, ordering and customer service, and as a photographer's assistant. She also works during the school year for the Woodland School District as a substitute teacher, mainly K -6.

She has lived in Woodland for nearly forty years, and has actively engaged in the community, having served on the Habitat for Humanity board, The Opera House Board of Trustees, Woodland Chamber of Commerce Board and Chair of the Women's Luncheon, the WAVE Board, Woodland Planning Commission, and the Yolo County Grand Jury. She also served two terms as a Planning Commissioner and two as a Council Member.

She loves to read and is a member of the Woodland Shakespeare Club and another book club. Other passions include gardening, cooking and writing. She has two step sons, both married, each with two children, and one more on the way. Grandchildren have become an unexpected, but thrilling, surprise.



City of Woodland

City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806

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APPLICATION FOR CITY COUNCIL VACANCY

(To fill unexpired At-Large term through municipal election of November, 2018)

Please submit as an electronic file or in hard copy.

Eligibility Requirements (California Government Code Section 36502):

- U.S. Citizen
- 18-years of age
- Resident of the City of Woodland

*Please note that the information you submit will be a public record.
Your application will be included in a City Council agenda packet and posted online.*

Name: James S. Ch. Glica-Hernandez

Primary Residence: 650 1st Street

Woodland, CA 95695

Telephone Number: (916) 201-1168

E-Mail Address: jcglicahernandez@gmail.com

RECEIVED

JUL 08 2016

CITY CLERK'S OFFICE

QUESTIONNAIRE

Please answer the following questions regarding your interest in seeking appointment to the vacant City Council seat. Your answers may be as brief or as detailed as you believe is necessary to respond.

1. What motivates you to seek appointment to the City Council?

I have intense respect for Woodland's history, and exciting future ahead of us. With my experience in education, arts, public health, mental health, and multi-culturalism, I believe I can provide valuable insight in several areas.

2. What do you consider to be the top three issues the City will face in the next two years?

Explain. Growth, crime, and homelessness are the three areas in which Woodland does well to focus. Groups exist that would like to see Woodland grow much more quickly than would be healthy, both fiscally and culturally. As with many cities, crime is becoming an increasingly challenging issue.

3. Describe a particular issue that the City is currently facing that you feel passionate about.

As someone who has spent the last two-and-a-half years on the Yolo County Local Mental Health Board, including currently being the chair, I am particularly interested in ensuring that Woodland provides adequate mental health services, and makes choices that will effectively care for our homeless population.

4. In the past year, describe a decision or action that the Woodland City Council has taken that you have disagreed with and why. With regard to the homeless population, discussions about tiny home communities do not seem to have taken hold. While I understand that discussions are ongoing about increasing housing access, I believe tiny homes should take a higher place in City priorities with city/private collaborations.

5. If selected to serve on the Woodland City Council, what would be your top three goals and what new direction would you seek?

First, improved education in Woodland; second, responsible development through infill and completion of Springlake development; and third, I would like to look at microhomes for the homeless.

6. Why are you the most qualified applicant to be appointed to the City Council?

The breadth of my experience covers a variety of areas that are important for the City Council.

SUPPLEMENTAL INFORMATION

1. Do you have business connections and/or investments that may result in a possible conflict of interest? If yes, please explain. None.

2. Do you serve, or have you ever served, on a City board or commission? If yes, which one and when? No, I have not, although I am currently the chair of the Yolo County Local Mental Health Board.

3. Please attach a resume that includes the following information: Attachment I

- Employment experience
- Organization, community and service experience
- Educational background and other training
- Honors and Awards

4. Please provide a separate biographical statement summarizing your background, interest, and qualifications for service as a member of the Woodland City Council. Attachment II

5. Please provide the name, phone number, and relation to you of three personal or professional references. Please see page 6 of Attachment I.

Applications Must be Received by 5:00 p.m., Thursday, July 14, 2016
Return application to:

Office of the City Clerk
City Hall
300 First Street
Woodland, CA 95695
Email: Ana.Gonzalez@cityofwoodland.org

Note: Applicants will be contacted regarding the next stage of the process.

JAMES S. CH. GLICA-HERNANDEZ

650 1ST STREET, WOODLAND, CA 95695 * (916) 201-1168 * JCGLICAHERNANDEZ@GMAIL.COM

July 8, 2016

Ana Gonzalez
Office of the City Clerk
300 First Street
Woodland, CA 95695

Dear Ms. Gonzalez:

My name is James Glica-Hernandez. I have been a resident of Woodland since 2012, and a contributing member of the community since 1998. After spending 36 years in Sacramento, much more strongly, I feel that Woodland is my home. Having been fortunate to enjoy our beautiful community for so many years, I feel as though I want to give back through service, focus, and integrity.

The health, safety, and education of children is my number one priority. My feeling is that when one looks at a community, one can best identify the direction of that town by how well it addresses their children's issues. I know that children are an important priority for the Woodland City Council. Ensuring our young people have highly successful education; effective physical and mental health care; stabilized food access; consistent and healthful housing; and a safe city environment in which to live and grow must be the crux of our activities. Woodland is in a wonderful position to continue our movement in this area.

Balancing reasonable growth while encouraging business development is an ongoing challenge for Woodland. Finding the funding for improved infrastructure, an increasingly strong business environment, and adequate housing for burgeoning expansion are strong foci toward which Woodland has drawn our vision.

Regarding my background, I am proud of the work I've done in the areas of employment services, public health, food provision, and mental health support. I am familiar with working within federal and state governmental laws, regulations, and standards. Additionally, for the last 40 years, either as a primary or secondary source of work activity, I have made my living in the arts as an educator, performer, director, and administrator. Leadership is a consistent part of my experience.

I am a father of five, grandfather of eleven, and great-grandfather of almost three. My husband, David, and I love Woodland, are so proud to have our home base here for our family. I am dedicated, with the support of my family, to listen to our residents, respond to their needs as a part of a community leadership team, to be as transparent as possible, and to be accountable to our constituents. As a man of Latino, Native American, Southern and Eastern European, African, and Asian heritage, all of which I am immensely proud, I celebrate people of all cultures and backgrounds, including while assisting the State to evaluate deaf services.

One of the aspects of my membership in the Yolo County Local Mental Health Board is to facilitate the public forums, "Your Voice Matters." In that process, I am accustomed to listening to our citizens and, in

Ana Gonzalez

Page 2

July 8, 2016

collaborative conjunction with the Board, Department of Mental Health, and Yolo County Board of Supervisors, as well as myriad partners, translate their concerns into action. I am well prepared for the role of City Council member.

Thank you for considering my participation with the Woodland City Council. Please feel free to contact me with any questions or comments at (916) 201-1168 or at my e-mail JCGlicaHernandez@gmail.com. I look forward to hearing from you soon.

Sincerely,

A handwritten signature in cursive script, reading "James S. Ch. Glica-Hernandez". The signature is written in dark ink and is positioned above the printed name.

James S. Ch. Glica-Hernandez

ATTACHMENTS:

I – Resume

Page 6 – References

II – Biographical Statement

JAMES S. CH. GLICA-HERNANDEZ

650 1ST STREET, WOODLAND, CA 95695 * (916) 201-1168 * JCGLICAHERNANDEZ@GMAIL.COM

EDUCATION AND CERTIFICATIONS

- 2016 **Question, Persuade, and Refer (QPR) Suicide Prevention Training**
Yolo County
- 2015 **Connection Facilitator Certification**
National Alliance on Mental Health
NAMI- Yolo County
- 2015 **Mental Health First Aid Certification**
Yolo County
- 2010 – 2012 **University of Phoenix**
Sacramento, CA
Communication / Culture and Communications
- ♦ Studies toward Bachelor of Science in Communications with a concentration in Culture and Communication;
 - ♦ GPA: 4.0.
- 2007 – 2008 **American River College**
Natomas
Sacramento, CA
Anthropology / Music
- ♦ GPA: 4.0.
- 1976 - 1980 **California State University, Sacramento (CSUS)**
6000 J Street, Sacramento, CA 95819
Theater Arts/Music
- ♦ Studies toward Bachelor of Arts in music performance and theater production;
 - ♦ Conducting classes in beginning music theory;
 - ♦ Performing in productions for CSUS Theater Arts and Music Departments.

WORK EXPERIENCE

- 1977 – Present **Sacramento Vocal Music**
650 1st Street, Woodland, CA 95695 (530) 868-6786 SacramentoVocalMusic.com
Owner / Vocal Music Educator / Music Director
- ♦ Managing all facets of the small business operations, including bookkeeping, marketing, volunteers, and advertising.
 - ♦ Initiating music instruction with 40+ current private vocal students ranging between beginning to professional levels;
 - ♦ Coaching students in preparation for auditions and performances in professional opera and musical theatre, live band performances, and recording arts productions.
 - ♦ Instructing students on proper vocal techniques, skills, and styles appropriate to their proficiency level;
 - ♦ Assisting students in developing repertoire in traditional, classical, jazz, musical theatre, and contemporary literature;
 - ♦ Teaching theory and harmony to students;
 - ♦ Accompanying students for auditions and performances;
 - ♦ Composing and arranging pieces for performance.
- 1998 - Present **Woodland Opera House**
340 2nd Street, Woodland, CA 95695 (530) 666-9617 WoodlandOperaHouse.org
Principal Musical Director / Conductor / Pianist
- ♦ Conducting vocalists and orchestra in performances;
 - ♦ Auditioning vocalists and instrumentalists;
 - ♦ Hiring orchestra and negotiating contracts for each show;
 - ♦ Teaching and rehearsing vocalists for performance;
 - ♦ Marking, arranging, reducing and transposing orchestra parts;
 - ♦ Accompanying rehearsals and performances on piano;
 - ♦ *Elly Award* Winner – 1999, 2011 & 2013; *Elly Award* Nominee – 1999, 2000, 2001, 2004, 2005, 2011 & 2013;
Chesley Award Nominee – 2000, 2011, 2013 & 2015

2001 - 2008

Natomas Charter School, Performing and Fine Arts Academy

4600 Blackrock Drive, Sacramento, CA 95835

Director of Vocal Music / Director and Musical Director for Musical Theatre Productions

- ♦ Providing instruction to students between seventh and twelfth grades in vocal technique, repertory development, audition techniques, music theory, music history, and musical performance;
- ♦ Instructing musicians on technique and style, utilizing musical theater scores;
- ♦ Developing on-site and off-site master classes for students;
- ♦ Meeting with administration, parents and students about students' development;
- ♦ Music directing and directing musical theatre performances and concerts for the public;
- ♦ Fundraising for Athenæum Singers, the premiere vocal group on campus;
- ♦ Actively participating in voter contact and fund development for bond measure to build an on-campus theatre;
- ♦ *Elly Award Winner – 2002; Elly Award Nominee – 2003 & 2005*

1990 - 1998

Sacramento Opera Association

3811 J Street, Sacramento, CA 95819

Managing Director / Assistant to the Conductor / Administrative Consultant / Singer

- ♦ Performing all administrative functions of Association including
 - grant writing,
 - budget development,
 - office management,
 - marketing,
 - public relations,
 - fund development, and
 - staff supervision
- ♦ contract development;
- ♦ Writing and editing quarterly newsletter, *The Libretto*.
- ♦ Conducting Sacramento Opera Chorus Ensemble and Octet concerts;
- ♦ Assisting Conductor in orchestra contracting, marking parts, and ordering scores;
- ♦ Organizing and archiving the opera library.

State of California

Department of Health Services (DHS)

1989 - 1991

Women, Infants and Children Supplemental Food Program

1103 North B. Street, Suite E, Sacramento, CA 95814

Regional Advisor (Staff Services Analyst)

- ♦ Acting as unit chief;
- ♦ Training contracting agency staff on new policies and administrative techniques;
- ♦ Facilitating regional meetings;
- ♦ Evaluating and interpreting State and Federal regulations, statutes and policies;
- ♦ Formulating program policy and presenting recommendations to management;
- ♦ Evaluating and redefining unit staff responsibilities.
- ♦ Developing caseload allocation formula;
- ♦ Analyzing budgetary line item transfer requests.

Vendor Liaison (Staff Services Analyst)

- ♦ Acting as Unit Chief;
- ♦ Supervising investigative field staff in the performance of covert compliance activities in retail food delivery (vendor) markets;
- ♦ Writing and editing the WIC State Plan to the Federal Government;
- ♦ Completing and negotiating changes to the State WIC Program regulations;
- ♦ Evaluating vendors' applications for authorization;
- ♦ Monitoring and analyzing sales volumes and participation history to determine whether investigations, audits or disciplinary action should be initiated;
- ♦ Providing vendor education training;
- ♦ Completing bill analyses;
- ♦ Composing, editing and signing investigative reports and correspondence; interviewing and recommending for hire compliance staff
- ♦ Performing on-site price surveys and vendor evaluations.

1986 - 1989

DHS Office of the Director

714 P Street, Room 1253, Sacramento, CA 95814

Administrative Assistant to the Directorate (Staff Services Analyst)

- ◆ Performing special analytical studies and research regarding department policies, procedures, operating practices and reporting systems;
- ◆ Administrating the Director's Office budget;
- ◆ Writing speeches for the Director on many health-related subjects;
- ◆ Managing contracts for professional and consultation services;
- ◆ Serving as Personnel and Training Office liaison;
- ◆ Coordinating and providing department-wide training and discussion conferences;
- ◆ Orchestrating activities for department-wide correspondence control;
- ◆ Providing computer liaison services with the Data Systems Branch;
- ◆ Monitoring the Managerial Performance Appraisal system;
- ◆ Developing the Director's Assignment Tracking System;
- ◆ Coordinating activities between the Department and various federal and state departments and agencies, government task forces and legislators' offices;
- ◆ Supervising the redevelopment of the Department's Secretaries' Handbook.

1982 - 1986

DHS Genetically Handicapped Persons Program

714 P Street, Room 355, Sacramento, CA 95814

Medical Case Manager (Staff Services Analyst)

- ◆ Working in a multi-disciplinary team with physician and allied health professional consultants;
- ◆ Coordinating and authorizing appropriate medical care for more than 400 medically eligible enrollees;
- ◆ Analyzing complex medical authorization requests and claims and developing resolutions;
- ◆ Processing over 400 claims per month for program and Medi-Cal processing;
- ◆ Preparing draft correspondence for administrator's signature;
- ◆ Maintaining daily telephone contact with health care providers and enrollees;
- ◆ Acting as computer liaison for the Program;
- ◆ Doing research and documentation projects.

California Employment Development Department

1979 - 1982

Employment Development Department Field Office #059

2901 - 50th Street, Sacramento, CA 95814

Employment and Claims Assistant

- ◆ Crew leading in Employment Services Section;
- ◆ Training and supervising staff;
- ◆ Specializing in federal and military claims and Trade Readjustment Act determinations;
- ◆ Monitoring the Comprehensive Employment and Training Act (CETA) and Targeted Jobs Tax Credit (TJTC) programs;
- ◆ Writing proposed goals for TJTC;
- ◆ Assessing work applications and unemployment insurance claims;
- ◆ Using video display terminals;
- ◆ Interviewing and interpreting in Spanish, American Sign Language and Italian.

Floyd's Prescription Pharmacy

1969 - 1977

Floyd's Prescription Pharmacy

4306 Stagecoach Road, Dunsmuir, CA 96025

Pharmacist Assistant

- ◆ Receiving and transcribing prescriptions from physicians over the telephone;
- ◆ Typing prescription labels;
- ◆ Communicating in writing and by telephone with physicians, patients, and equipment and pharmaceutical suppliers;
- ◆ Accounts payable/ accounts receivable bookkeeping;
- ◆ Cashiering;
- ◆ Shipping and receiving.

AWARDS AND RECOGNITION

<i>American Protégé International Vocal Competition Dipl.</i> Carnegie Hall	2014	Vocal Music Educator
<i>Elly Award Winner Best Musical Director - Young People's Musical</i>	2013	<i>Peter Pan</i> Woodland Opera House
<i>Featured Profile James C. Glica-Hernandez</i>	2012	Sacramento Magazine August 2012 Edition By Catherine Warmerdam
<i>Elly Award Winner Best Musical Director - Young People's Musical</i>	2011	<i>Les Misérables – Student Edition</i> Woodland Opera House
<i>Rindy Recognition</i>	2011	Honoree Rindy Music Company
<i>Kennedy Center Creative Ticket Award Winner</i> Washington, D.C.	2005	Natomas Charter School Performing and Fine Arts Academy (James S. Chávez-Glica, Vocal Director)
<i>Heritage Festival Jazz Choir Winner – Silver</i> Anaheim, CA	2003	Athenæum Singers (James S. Chávez-Glica, Music Director)
<i>Elly Award Winner Best Musical Director – Education</i>	2002	<i>Joseph/Amazing Tech. Dreamcoat</i> Natomas Charter School – NCS Prod.
<i>Elly Award Winner Best Musical Director</i>	1999	<i>A Funny Thing Happened...Forum</i> Woodland Opera House
<i>1986 Volunteer of the Year</i>	1986	Leukemia Society of America Greater Northern California Area

PUBLISHED ARTICLES

Powodzenia's Blog	2003 to Present	Powodzenia.wordpress.com Powodzenias.blogspot.com
"The Smiling Balloon"	1985	Leukemia Soc. of America News Catholic Herald
"La Bomba Sonrisa"	1985	Heraldo Católico
"Opera Blooms in River Park"	1993	East Sac News
Various	1993 to 1998	The Libretto – Sacramento Opera

MEMBERSHIP AND VOLUNTEER EXPERIENCE

National Alliance on Mental Health - Yolo Co.	2015 to Present	Coordinator, Connection Support Group Member
Yolo County Local Mental Health Board	2014 to Present	Chair (2016) Vice-Chair (2015) Secretary (2015) Chairman, Education and Outreach Comm. District 3 Representative Member
Lenaea High School Theatre Festival	2014 to 2015	Respondent – Musical Theatre
National Communication Association	2010 to 2011	Student Member
NCS Benvenuti Theatre Development Comm.	2003 to 2006	Arts Staff Member
NCS Productions	2001 to 2008	Founding Board Member
Woodland Opera House Guild	1999 to 2014	Associate Member
Race Day for the Arts	1995 to 1997	Sacramento Opera Association Rep.
Sacramento Metropolitan Arts Commission Arts Education and Outreach Committee	1994 to 1996	Committee Member
National Mental Health Association Sacramento/Placer Counties Chapter	1990 to 1992	Chairperson, Education Committee Member, Executive Board Member, Multi-Cultural Subcomm.
Pan American Health Organization World Health Organization	1988 to 1990	Member
Government Day Assemblyman Jerry Eaves, Sixth District	1988 to 1989	DHS Coordinator
California Task Force to Promote Self-Esteem and Social Responsibility	1987 to 1989	DHS Liaison Designee
California State Exposition Health and Welfare Agency Display	1987 to 1988	DHS and Health and Welfare Agency Coordinator
California Task Force to Evaluate Deaf Services	1986 to 1987	DHS Designee
Leukemia Society of America (LSA) Greater Northern California Area Chapter	1985 to 1992	Charter Member, Board of Trustees <i>AWARD: 1986 Volunteer of the Year</i> Chairperson, Support Group Subcomm.
Hope Unlimited, For Parents of Special Children with Cancer	1983 to 1985	Founding Director
American Red Cross Disaster Relief	1974 to 1975	Site Worker

REFERENCES

David Mata
Property Manager

Owner
Mata Realty

(530) 681-3546
DAMata54@hotmail.com

Michelle Vogt
Parent of Student

Owner and Manager
Montna Farms

(530) 218-1092
mmmvogt@gmail.com

Jennifer Goldman, D.D.S.
Student

Dentist
Family Dentistry

(530) 219-2323
DrJenny@me.com

James Glica-Hernandez has been committed to the City of Woodland since 1998, when he first began working with the historic Woodland Opera House as a music director. Since that time, the people of Woodland have become his friends and extended family, and his loyalty to this city has become impermeable, even while he lived in Sacramento. James, his husband, David, and grandson, Raymond, made another step in that commitment in 2012 by moving to Woodland. James has maintained an interest in, and actively supported, various important causes during the last 18 years.

James studied at CSU Sacramento in theater arts and music, and at the University of Phoenix in the areas of Culture and Communications.

James' history in government began in 1979 when he started working for the State of California Employment Development Department (EDD), working in both employment services and unemployment insurance. During his tenure with EDD, and additionally while working with the then Department of Health Services, James grew sensitive to those who were without employment, had ill health, required assistance to stabilize food access, and were in need of supportive services. Also, he became familiar with issues related to the Toxic Substances Control Division throughout California. An important part of his experience was as the Administrative Assistant to the Directorate for the State Health Director. During this three-year tenure, James worked with the Health and Welfare Agency, the legislature, and the Department of Finance, on special analytical projects, as well as acting as liaison with the Offices of Personnel and Training.

Listening to those who seek help and have ideas has been an integral part of James' work and personal history. As the founding director of Hope Unlimited, a support group for parents of children with cancer; as the coordinator of Connection, a peer-led support group for adults with mental illness through the Yolo County Chapter of the National Alliance on Mental Illness; and as the chair of the Yolo County Local Mental Health Board, James understands the importance of hearing the voices of those who express their needs and hopes for their lives and on behalf of our community. Additionally, given his abundant ethnic and cultural heritage, that arises from all six inhabited continents, and speaking several languages, James is ready to connect with his neighbors in Woodland.

As the owner-educator at Sacramento Vocal Music in Woodland, James works in the field of his passion, education. For eight years, James taught vocal music and music directed at the Natomas Charter School Performing and Fine Arts Academy, and has taught and coached privately for nearly 40 years. He has also worked with students from nearly all the schools in the Woodland School District from elementary school to Woodland Community College, in their vocal and instrumental music, acting, and general arts development. Through these experiences, James is vibrantly clear how important education is to the wellbeing of our city.

James would be delighted to continue the legacy of community service inspired by his late father, mother, and brother, who was born in Woodland, by honorably serving all the wonderful residents of our richly historic and dynamically forward-moving city of trees on the Woodland City Council.

Application For The City Council Vacancy

Name: Anne Catherine Ragsdale

Primary Residence: 317 Casa Linda Drive, Woodland, CA 95695

Telephone Number: 530-661-0413

E-Mail: anneragsdale@earthlink.net

RECEIVED

JUL 13 2016

CITY CLERK'S OFFICE

1. What motivates you to seek appointment to the City Council?

I have owned a home in Woodland since 1986. This city is the best place I have ever lived. I would like to preserve the rural feeling and friendliness of our city. I've always embraced its diverse population and am committed to education in our community. Finally, I feel female perspective would bring a needed dimension to the City Council.

2. What do you consider to be the top three issues the City will face in the next two years?

1. The issue of funding sources for the city seems to be unending and disjointed.
2. The homeless and gang related issues are our most significant social challenge.
3. Woodland has three commercial areas: Downtown, County Fair Mall and Gateway Shopping Center. We need a balanced encouragement of these areas.

3. Describe a particular issue the city is facing you feel particularly passionate about.

If passion is a criterion for City Council membership, it implies that group is formed more for advocacy than deliberation and decision making. In that case I propose to be passionate about following objective policies affecting the breadth of our community.

4. In the past year, describe a decision or action that the Woodland City Council has taken that you have disagreed with and why?

I support the overall direction in which the City is going. I'm not certain remodeling the State Theater is the appropriate place for public resources. The project appears to be the result of a small group that wore down the city. This happens all too often and the Council should be more aware of the issue.

5. If selected to serve on the Woodland City Council, what would be your top three goals and what new directions would you seek?

I am not applying as an advocate for change as I don't have a personal motivating agenda. Need statements should come from the community and from the city operational areas. They then are screened against the Woodland General Plan of 2002 and Policy Document, fiscal reality and external constraints (State and Federal). I see the role of the Council to rationally evaluate and initiate action. Of course, the Council also has the possibility to guide revision to General Plan as community needs evolve.

I see my role as adding an objective viewpoint. The city can only accommodate a limited set of changes from the ever expanding list of proposals it receives.

6. Why are you the most qualified applicant to be appointed to the City Council?

My husband, Bill and I moved to Hayward when it was 50,000 people and left when it reached 100,000. I would not like to see Woodland become another such city that loses its identity.

I do not have an intrinsic 'agenda.' I am not in real estate, the auto business, main street small business, agriculture, light industry, a tax protester or have a compelling environmental stance.

I realize change is inevitable and that the City Council likely plays the most significant role in that evolution. During this process, I can add the female perspective to the City Council.

1. Do you have business connections and/or investments that may result in a possible conflict of interest?

I have no business interests nor any local investments.

2. Do you serve, or have ever served, on a City board or Commission?

No. I was on an advisory committee serving one aspect of Pioneer High School before its opening.

3. Resume:

I worked for twelve years for the Woodland Joint Unified School District in a part-time position as a teacher in the home school program. I retired five years ago. Before that, I was the co-owner and vice-president of an electronics manufacturing firm for 20 years (Dorado Systems Corp.).

I served as president of Douglass PTA, Woodland High PTA, and a local, adult volunteer with Boy Scouts of America.

I currently volunteer at Juvenile Hall every week. I volunteer at Freeman Elementary School every Monday and Tuesday during the school year. I have been a part of the TANA art project for the past five years in silk screening art. I always volunteer to support the County Fair, am part of its art exhibit and have been the featured artist.

I graduated from Cal Poly State University, San Luis Obispo and have a California State Teaching Credential.

4. Biographical Statement.

I relish this community and the people in it. With my business experience I have a strong sense of fiscal responsibility. As a result of my business and teaching experience I have developed the ability to work with a wide variety of people.

I am an honest person who would like to further serve our community.

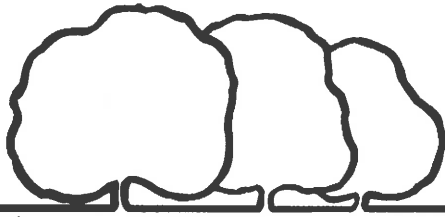
5. Personal References.

Nancy Lea	Personal Friend	916-747-8855
Alan and Jerry Flory	Personal Friends	530-662-0090
Ed and Lisa Shelley	Personal Friends	530-662-2813

Appointment Support

The undersigned local residents hereby express their support of Anne Ragsdale for appointment to the Woodland City Council.

Name	Street	City	Comments
Judy Schumacher	905 Cottage Dr.		
Kathleen Lane	2264-8th Ave	Agassippi	(Grand Canyon)
Marlee Cristle	1016 Lexington Way	Woodland	
John Cristle	1016 Lexington Way	Woodland	
Stephanie Brown	1408 West St	Woodland	
Barbara Depark	948 West Lane St	Woodland	excellent person
William Robinson	N.B. 452 West 1000 St	Woodland	4560 St
Claudia A. King	750 First St.	Woodland	
James Richardson	214 Maedell Way	Woodland	Sue's true friend
Stuart Zane	18 W. Miramonte Dr.	Anne's #1	
Shauna Richardson	214 Maedell Way	Woodland	
Claire Wheeler	314 Casa Linda Drive	Woodland	Anne is THE best!!
Tom Richardson	450 Pendegast St.	Woodland	GO ANNE!!!
Karen Richardson	450 Pendegast St.	Woodland	Yay, Anne!!!
Wendi Warden Zane	204 Casa Linda Dr.	Woodland	95695 Anne would be a fabulous choice
Leslie Burke	318 Maedell Way	Woodland	Anne knows everything



City of Woodland

City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806

(530) 661-5813

APPLICATION FOR CITY COUNCIL VACANCY

(To fill unexpired At-Large term through municipal election of November, 2018)

Please submit as an electronic file or in hard copy.

Eligibility Requirements (California Government Code Section 36502):

- U.S. Citizen
- 18-years of age
- Resident of the City of Woodland

*Please note that the information you submit will be a public record.
Your application will be included in a City Council agenda packet and posted online.*

Name: Christine Kimball Shewmaker

Primary Residence: =====

Woodland CA

Telephone Number: 530-668-0953

E-Mail Address: blugoose@sbcglobal.net

RECEIVED

JUL 12 2016

CITY CLERK'S OFFICE

QUESTIONNAIRE

Please answer the following questions regarding your interest in seeking appointment to the vacant City Council seat. Your answers may be as brief or as detailed as you believe is necessary to respond.

1. What motivates you to seek appointment to the City Council?

- As a scientist it is clear to me that we all face a significant challenge for the future due to climate change and the changes it will bring to our area, particularly but not limited to water and altered weather patterns. While climate change is an issue that has federal and state initiatives, it is one that will need concerted local effort. I am motivated to seek appointment to the city council to help bring focus and increased efforts to the city's work to both mitigate as well as adapt to climate change. There are opportunities and risks as we face an altered climate future but it is important to be proactive. Change is happening in many ways, but we need to focus on preserving quality of life in Woodland.

2. What do you consider to be the top three issues the City will face in the next two years? Explain

It is difficult to name just three, as there are many issues facing Woodland and some new ones may arise. Having said that, my top three are

- Planning and managing all aspects of city responsibilities with climate change in mind. In other words a broad painting of everything the city does with sustainability and GHG emissions goals while looking to the long term goal of zero emissions is needed. While it might be easy to say to plan with zero in mind, it will take a concerted effort. It is also important to work to increase citizen involvement in the decisions we make for a sustainable future
- The General Plan Update (GPU) This document will be a blueprint for Woodland for the next 15 to 20 years. The person selected for this new council position will be involved in the final formulation and approval of the GPU as well as governing with the approved document in mind. There are many aspects to the GPU but some areas of importance to me include transportation planning for low to zero fossil fuel use, preserving the city core while prioritizing infill development and a low growth approach. Also of importance is that associated with the GPU there is a new Climate Action Plan (CAP) that extends the timeframe on that document to 2035.

The GPU needs to be formulated with the long term goal of planning with zero emissions in mind. Infrastructure is expensive, we need to aim for what we plan for today to meet the needs of the future. One of those needs is no emissions, we don't want to build infrastructure now that will need to be replaced.

- Addressing Public safety / Homelessness / Low-income housing Woodland is not alone in facing these challenges. It will take the involvement of the whole community. These three are not necessarily connected but they are all integral to quality of life in Woodland.

In addition to these three, another broad area that will need ongoing attention is water. This includes water conservation, flood solutions, continued attention to the new surface water project, etc.

3. Describe a particular issue that the City is currently facing that you feel passionate about.

Moving Woodland to a clean, renewable energy future is something I am passionate about, particularly in the short term as relates to electricity. A goal should be to move us to 100% renewables in our electricity. One approach to this includes increasing the renewables in the electricity we all use, such as through Community Choice Aggregation. Other approaches to be pursued include renewables such as solar on buildings in the city and energy efficiency.

4. In the past year, describe a decision or action that the Woodland City Council has taken that you have disagreed with and why

This is a bit hard to answer, as many of the decisions pertain to items for which I may not have had full information available to me or had not been following closely and one does need to look at decisions in the context of past decisions and commitments.

As relates to the general plan update, I was glad that several years ago when first looking at the GPU, the council decide to look at several growth options. I prefer a lower growth approach for several reasons but especially preserving the nature and character of our town as well as for sustainability

5. If selected to serve on the Woodland City Council, what would be your top three goals and what new direction would you seek?

Again is can be hard to specify goals, but if chosen, three areas where I would concentrate my efforts are below.

First is to rapidly become in-depth conversant with the issues facing the City of Woodland. While I am aware of many of the issues and have attended some council meetings as well as public meetings relating to the GPU and water, the specific details of many issues is something with which whoever gets this position will need to rapidly familiarize themselves. All items need to be looked at from a fiscal responsibility perspective.

Second is to work in collaborative manner to address the items mentioned in 2 and 3 above.

Third is to work to increase citizen awareness of sustainability, climate, and water issues. This includes working to get increased citizen input on decisions on these issues as well.

As far as a new focus or direction, for me including climate change and sustainability openly in all decisions would be a direction I would aim to bring to the city council.

6. Why are you the most qualified applicant to be appointed to the City Council?

The decisions Woodland makes in the next few years will help determine how it adapts and mitigates climate change. The signing of the Paris agreement in December of 2015 has put the whole world on a path to lower and eventually no carbon emissions.

Many decisions Woodland faces in the next few years, including the general plan update, should be made with climate change in mind. I feel I have the passion, knowledge and thoughtful approach to help Woodland address these sustainability issues as well as to help Woodland broadly maintain its quality of life. Also, as a scientist I feel perhaps I have a different perspective compared to others on the council and different ways of looking at things can be useful.

SUPPLEMENTAL INFORMATION

1. Do you have business connections and/or investments that may result in a possible conflict of interest? If yes, please explain.

Yes - From 1982 to 2002 I worked at Calgene in Davis. For the last five years of that time, 1997-2002, Calgene was owned by Monsanto. In 2014, Monsanto moved the Calgene facility to Woodland. Therefore if actions or items relating to Monsanto were to come before the council I would recuse myself.

2. Do you serve, or have you ever served, on a City board or commission? If yes, which one and when?

Yes - Energy Committee / Sustainability Committee March 2008 to present

3. Please attach a resume that includes the following information: See below

- Employment experience
- Organization, community and service experience
- Educational background and other training
- Honors and Awards

4. Please provide a separate biographical statement summarizing your background, interest, and qualifications for service as a member of the Woodland City Council. See below

5. Please provide the name, phone number, and relation to you of three personal or professional references.

References

1. Evelia Genera -530-666-2079 - colleague via LWV and other community efforts
2. Mark Aulman - 530-661-6039 colleague via Sustainability committee, etc.
3. Pat Murray – 662-9092 – colleague, co-director on both studies with LWV

Supplemental Items 3-4 are in following pages

Applications Must be Received by 5:00 p.m., Thursday, July 14, 2016
Return application to:

Office of the City Clerk
City Hall
300 First Street
Woodland, CA 95695
Email: Ana.Gonzalez@cityofwoodland.org

Note: Applicants will be contacted regarding the next stage of the process.

Resume
Christine Kimball Shewmaker
Woodland City Council Application, July 2016

Employment experience

- | | |
|---|--|
| <p>Blugoose Consulting</p> <ul style="list-style-type: none"> • Principal Consultant • Advised start up agricultural biotech companies on project management and core technology needs | <p>2003 to present</p> |
| <p>Calgene* LLC</p> <p>A pioneer plant biotech company in Davis CA</p> <p><u>Team Lead - Genomics</u></p> <ul style="list-style-type: none"> • Oversaw a group focused on using functional and physical genomics to address nutrition and seed quality targets. Responsibilities also included managing the sequencing and analytical functions on site. • Coordinated cross-site interactions with groups in St. Louis and Boston as well as managed relationships with several outside collaborators. <p><u>Senior Scientist: Director Carotenoid Project</u></p> <ul style="list-style-type: none"> • Managed in-house team on carotenoids in plants as well as outside licensing, contract management, proposal generation, and marketing considerations. • Responsible for a carbohydrate/soluble solids program in fresh produce which included an outside contract. <p><u>Senior Scientist (Calgene-Fresh Inc.)</u></p> <ul style="list-style-type: none"> • Responsible for investigating new areas of research (new genes / new crops) for fresh market crops <p><u>Senior Scientist: Potato Lead</u></p> <ul style="list-style-type: none"> • Directed Potato Research Group and managed research contract with Japanese partner. <p><u>Principal Scientist: Gene Expression</u></p> <p>* acquired by Monsanto in 1997</p> | <p>1982-2002</p> <p>1999-2002</p> <p>1995-1999</p> <p>1992-1995</p> <p>1988-1992</p> <p>1982-1988</p> |
| <p>Ohio University, Athens, Ohio</p> <ul style="list-style-type: none"> • Researcher Molecular Biology | <p>1981-1982</p> |
| <p>Natl. Institute Med. Res. (NIMR), London, England</p> <ul style="list-style-type: none"> • Postdoctoral researcher in the laboratory of Dr. R.A. Flavell • Research on beta-globin gene expression | <p>1979-1981</p> |
| <p>Hematology Practice of Dr. S. Gustke, M.D., Parkersburg, WV</p> <ul style="list-style-type: none"> • Ran small private hematology lab | <p>1973-1975</p> |
| <p>Marietta Memorial Hospital, Ohio</p> <ul style="list-style-type: none"> • Medical Technologist | <p>1972-1973</p> |
| <p>UC Davis Department of Biochemistry</p> <ul style="list-style-type: none"> • Research assistant in lab of Dr. A. Toliver | <p>1970-1971</p> |

Educational Background and Other Training

- Ph.D. Biochemistry (1979) Ohio University, Athens; Histone DNA Interactions
- MT ASCP (1972) - Medical Technology Program, Sacramento Medical Center
- B.S. Biochemistry & Biophysics (1970) University California, Davis; High Honors

Honors and Awards

- Yolo County Women's History Month Awardee (2009) – Theme "Women Taking the Lead to Save the Planet" One of 6 awardees
- Woodlander of the Month – August 2008
- Jane Coffin Childs Post-Doctoral Fellowship (1979-1981)
- Clippinger Research Fellow (1977-1978), 1 of 4 named graduate fellowships at Ohio University:
- Phi Beta Kappa: Phi Kappa Phi: Outstanding graduating senior in Biochemistry and Biophysics, University of California, Davis (1970).

Organization, Community and Service experience

- Woodland LWV
 - Member – 2009 to present
 - Natural Resources Co-Director 2009-2014
 - Lead Two study groups that lead to new local league positions
 - Climate Change – 2009-2011
 - Water and Climate Change – 2011-2013
 - Helped organize speakers for 4 luncheons with climate/water focus (2010-2012, 2014)
 - Organized two public information forums; one with community leaders on climate change and water (2010) and the other an intro to climate change (2009).
- Woodland Energy/ Sustainability committee
 - Founding member in March 2008
 - Encouraged City Council to start this committee via public comment
 - Climate Action Plan (CAP) sub-committee (2012-2013)
 - Worked on the sub-committee started in early 2012 to write the CAP; responsible for part of the energy portion of the plan.
 - Paris Climate Action Plan support resolution
 - Discussed idea of supporting Paris Climate Action Plan with Sustainability Committee and the Yolo Climate Compact
 - With John Mott-Smith wrote a resolution supporting the Paris Pledge for Action that was passed by the city council in honor of Earth Day 2016
- Legacy Grove
 - In December 2013 proposed concept of Legacy Grove at a city council meeting to help mitigate loss of trees from municipal solar project and highlight the importance of solar and trees in fighting climate change
 - Worked with Mark Aulman, Woodland Tree Foundation, Jerry Staciones, Sustainability Committee and City of Woodland
 - Initial grove planted in spring of 2016.
- Yolo Climate Compact – Frequent attendee since they began the end of 2007.
- Member of AAAS (American Association for the Advancement of Science) and ASPB (American Society for Plant Biology)

Biographical Statement

Christine Kimball Shewmaker was born and raised in California, living here most of her life. She did live in rural SE Ohio for 10 years and London England for a year and a half. Woodland CA has been her home since 1987.

Upon graduating from Homestead HS in Cupertino in 1966, she attended UC Davis where she graduated with a BS in Biochemistry and Biophysics in 1970. She was attracted to UC Davis by the rural environment. Initially she pursued a career in medical technology and worked in that field until 1975. Deciding to go into research she earned a Ph.D. in Biochemistry in 1979 from Ohio University in Athens, OH. To broaden her knowledge she did post-doctoral research in London England in the emerging field of molecular biology.

In 1982 she returned to California and started her career as a plant molecular biologist at Calgene, a startup firm in Davis CA. Following her retirement from Calgene in 2002, she has been doing consulting in the area of agricultural biotechnology, particularly for the first 10 years following her retirement.

The outdoors and the environment have always been something she cared about and has enjoyed hiking and biking. Following her retirement from Calgene she became more interested in environmental issues and the more she learned about climate change, the more she became convinced it was something we all need to address at all levels, from personal to local to state to federal and worldwide.

Her first interaction with the city of Woodland on climate change was in 2006 when she made presentations to the city council and planning commission on solar. She followed that by advocating for an energy committee. The Energy Committee was formed in March of 2008 and renamed the Sustainability Committee in fall of 2012. She has attended regularly since 2008 and her efforts on the Energy/Sustainability Committee included involvement in the formulation and planning of the Climate Action Plan (CAP) beginning in early 2012.

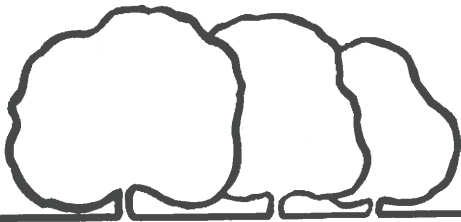
When the city was planning their first municipal solar installation in 2013, she proposed a Legacy Grove to both mitigate the loss of trees as well as highlight the importance of solar and trees in fighting climate change. Working with others, the Legacy Grove was planted in spring of 2016.

With the Woodland League of Women Voters (LWV) she lead two studies, one on climate change and one on climate change and water. She also helped organize 4 luncheon speakers relating to climate and / or water, a forum on climate change and water and an intro to climate change discussion.

She has also routinely attended the Yolo Climate Compact meetings since its inception the end of 2007. Here she became familiar with the efforts of entities throughout Yolo County as well as nearby communities. Due to all these efforts and others she is conversant in a broad number of issues that do and will face Woodland.

Christine feels that this council opening presents an opportunity for her to use her passion and the knowledge and contacts she has gained over the past 10 years in the climate change area to help guide the city as they make important decisions these next two years. This includes but is not limited to the General Plan Update, water matters such as conservation, flood planning and ongoing management of new surface water system, transportation and development planning. Now is the time to plan with zero emissions in mind and focusing on preserving /revitalizing Woodland's core and looking to infill development first is one way to do that. Planning with zero in mind also means ensuring that infrastructure we build will stand the test of time as relates to emissions as well as other requirements. There are business opportunities to be sure in the green economy and new technology areas and Woodland's closeness to UC Davis and Sacramento means it can be well positioned to take advantage of those.

She looks forward to being considered for the open position on the Woodland City Council.



City of Woodland

City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806

(530) 661-5813

APPLICATION FOR CITY COUNCIL VACANCY

(To fill unexpired At-Large term through municipal election of November, 2018)

Please submit as an electronic file or in hard copy.

RECEIVED

JUL 13 2016

Eligibility Requirements (California Government Code Section 36502):

- U.S. Citizen
- 18-years of age
- Resident of the City of Woodland

CITY CLERK'S OFFICE

*Please note that the information you submit will be a public record.
Your application will be included in a City Council agenda packet and posted online.*

Name: James Patrick Vorhees

Primary Residence: 1559 Squaw Valley Dr.
Woodland, CA 95776

Telephone Number: 530/554-0655

E-Mail Address: James.Vorhees@yahoo.com

QUESTIONNAIRE

Please answer the following questions regarding your interest in seeking appointment to the vacant City Council seat. Your answers may be as brief or as detailed as you believe is necessary to respond.

1. What motivates you to seek appointment to the City Council?
2. What do you consider to be the top three issues the City will face in the next two years? Explain.
3. Describe a particular issue that the City is currently facing that you feel passionate about.

4. In the past year, describe a decision or action that the Woodland City Council has taken that you have disagreed with and why.

5. If selected to serve on the Woodland City Council, what would be your top three goals and what new direction would you seek?

6. Why are you the most qualified applicant to be appointed to the City Council?

SUPPLEMENTAL INFORMATION

1. Do you have business connections and/or investments that may result in a possible conflict of interest? If yes, please explain.

2. Do you serve, or have you ever served, on a City board or commission? If yes, which one and when?

3. Please attach a resume that includes the following information:

- Employment experience
- Organization, community and service experience
- Educational background and other training
- Honors and Awards

4. Please provide a separate biographical statement summarizing your background, interest, and qualifications for service as a member of the Woodland City Council.

5. Please provide the name, phone number, and relation to you of three personal or professional references.

Applications Must be Received by 5:00 p.m., Thursday, July 14, 2016
Return application to:

Office of the City Clerk
City Hall
300 First Street
Woodland, CA 95695
Email: Ana.Gonzalez@cityofwoodland.org

Note: Applicants will be contacted regarding the next stage of the process.

Letter of Intent for the Fulfillment of the vacant Woodland City Council Postion

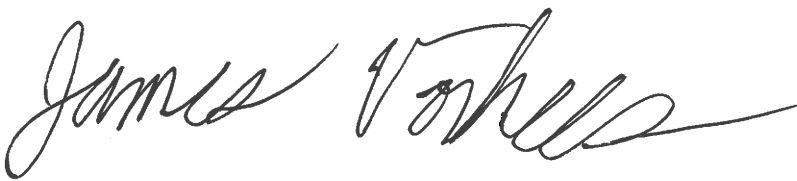
I, James Vorhees, would like to consider myself an acceptable candidate for the fulfillment of the rest of the bill marbles term as I can provide experience, knowledge, and commitment to the City of Woodland. I was appointed as a representative of the Woodland Traffic Safety subcommittee in 2014 which designated the areas of the speed limits from surveys done in the previous years along with the final decision made on the parking arrangements around the new Yolo Courthouse.

With my knowledge I have been a student at Woodland Community College for over various years and which I have gathered over hundreds of units in various college courses. I applied these courses to and cheese degrees in social behavior, social science, and history. I will be receiving my bachelors in arts from Ashford University this December in the field of social science. These courses have allowed me to understand what citizens want and need in a community in order for them to fell fulfilled in there daily lives. Woodland has offered a lot to me has offered me from my high school years, an education that I still use today in the various fields of science and mathematics, it also allows my to participate in sports that has put Woodland on the map with our 2006 section championship in baseball. Aloud me to become a renown wrestler in the Sacramento area, and learn a sense of Woodland pride and commitments through the Woodland High School football program.

After my senior year it's been a year abroad studying the different cultures and communities of the world to come home and finish my associate's degree at our local Community College. During this time is when I was appointed as a member to the Woodland Traffic Safety subcommittee. Afterwards, I transferred to Sac State where I continued my participation in sports with the men's Rugby Club which I was voted as a Team official that represent in Sacramento when we traveled across the state of California.

Even after the birth of my first son I have never stop pursuing the ever sought out Bachelor's as I begin working full-time to support my family and continued my education through online resources. This is where I'm at now balancing a life between work my education my family and my dreams and goals of attaining a political position. I can assure you that selecting me will not be in ill thought this will be my form of payments for the opportunities that the City of Woodland has always given me. I pledge myself to do the best I can and represents the City of Woodland to the best of my abilities. I thank you for taking me into consideration for this vacant position and I hope to be hearing from you shortly.

Sincerely,

A handwritten signature in black ink, reading "James Vorhees". The signature is fluid and cursive, with the first name "James" and last name "Vorhees" clearly distinguishable.

Subcommittee Member,

James Vorhees

City Council Application

1. Has always been a goal in my life to achieve that status of a member of the Woodland City Council. Dr. Bill marble himself was the inspiration of going into the field of politics, as when going door-to-door for his re-election in 2010 we had a brief discussion of the importance of having honest, hard working, and intellectual representatives of our great city. This conversation motivated me to enter the 2012 election looking to gain experience in political affairs before trying to obtain a city council position, and I was appointed to the Woodland Traffic Safety Subcommittee. I'm still appointed this title and now seek to expand on it's responsibilities to the development of the entire city.
2. Three main issues I see in the next coming years are the developments of homes and communities in the 5th District, the returning of small businesses in the historic downtown area of Woodland, and development of parks and schools on city owned land along with putting to use the land that has become barren and unused. Currently in the 5th District of Woodland there's a developments of new Section 8 housing, and the beginning of construction on new houses. Such things like pipelines, roads, street lighting, parks all of this will have to be constructed in order for these new communities to be fully develop and flourish. Most of these areas are now mostly agricultural and we will see a transition from rural to more urban areas. Second, is the needed returning of small businesses in the historic downtown Woodland, which will get an increase of customers after the remodeling of our State theatre, yet we must give more opportunities of new businesses to try and establish a foothold in the market. Lastly, I live near the old Willow Springs middle school and every day I drive by not seeing an old school building, but a opportunity to develop this land into a new modern middle school that would educate the youths on the Eastern side of Woodland. With the closest middle school for the children of the new housing developments is Douglas being half-mast across town.

3. An issue that the city council has proposed I feel passionate about is the expansion and remodeling of our historical State Theater. This would increase the popularity of having individuals coming downtown to experience our new theater along with the possible persuasion of having those outside the city come see the improvements made.
4. An issue that I oppose on is the reconstruction of Kentucky Rd. even though I'm against the refurbishing of the road and the development of paved walkways. This area is all agricultural north of Kentucky and with no future plans on developing these lands. I would recommend that the funds being put into the construction on the road would better be spent on the development of new roads that would better serve the future residents of Woodland moving into the future housing of the 5th district.
5. If I was to be elected to Woodland City Council my focus would be on the youth, their education, and their future. With the development of housing we will see an increasing of individuals still in our schooling system. I would like to work with the Woodland School District to develop more schools, or after school, programs that would better educate our young through lack of crowding, and provide a stronger sense of character and moral direction through programs while parents are still at work. These programs could also be available to our Woodland Community Center allowing children to stay active during their free times, along with the development of parks in which children could play without the concern of nearby crime by the enforcement of our great Woodland Police Department.
6. I would like to think I'm the most qualified applicant for City Council by my previous experience serving the City of Woodland, and being knowledgeable in my Bachelor's of education in the Social Sciences including other Associates in Social Behavior, Social Science and History. I'm also a known figure of the community through my interactions at fund raising events and social gatherings. Between the three I would try to interact with the people and get a sense of what

direction they want the city to go, and the representation of these citizens to the collective thought of the city council and how we should get there.

7. No, I have no outside interest that would influence my decisions, or ethical integrity, to my say in public office.
8. Yes, I served in the Woodland traffic subcommittee appointed a member in 2012. In this subcommittee we voted on changing various speed limits throughout the town, and most importantly the parking lot areas around the new Yolo Courthouse affecting nearby neighborhoods and the beginning of the downtown district.

References

1. Albert Alarcon

- DK's Place and Fun Business owner at our local community mall
- Business number (530) 406-0244
- Cell number (530) 848-3844
- 1495 East st. Unit A, Woodland, CA 95776

2. Rochelle Van Zee-Duncan

- P.M. Dietary Supervisor at Alderson's Convalescent Hospital
- Business number (530) 662-9161
- Cell number (530) 908-6446
- 124 Walnut St. Woodland, CA 95695

3. Robert Bender

- Active member of youth sports programs ranging from Girl's Youth Softball to High School Football
- Cell number (757) 343-8329
- 55 Epperson St. Woodland, CA 95776

1559 Squaw Valley Dr.

Woodland, CA. 95776

Cell (530) 554-0655

Jamesvorhees@yahoo.com

James Vorhees

Objective

To obtain a position as a council member for the City of Woodland

Work Experience

May 2016-Present

1580 East Main St. Woodland, CA, 95776

Supervisor: Kit Clark

Sonic Drive-in

(530) 665-6659

Car hob

- My duties involved the serving of orders once the food was made by cooks and other stations
- I would use communication devices and place the orders on a digital touch screen monitor
- Maintain and clean and sanitary eating conditions around the establishment
- I would be doing all this on roller skates having to maintain my balance throughout the whole day

Oct. 2015-May 2016

124 Walnut St. Woodland, CA 95695

Supervisor: Rochelle Duncan/ Randy Long

Alderson's Convalescent Hospital

(530) 662-9161

Dietary Aide

- My responsibilities was the 7 position in the dishwashing area, and tray line portion, of the kitchen
- I would unload racks of dishes and to keep the lanes of the industrial washer clear for coming loads
- Keep a record of chemical balances of the machine, and replace any needed chemicals
- I would prepare my station for tray line serving desserts according to each residents nutritional diet
- Afterwards I would breakdown and wash the completed trays coming back from the dinner hour
- Lastly, the cleaning of the work space environment and closing of the dietary department

May 2015-July 2015

2299 Bronze Star Dr. Woodland, CA 95776

Supervisor: Mark O'Bryant

Costco Wholesale

(530) 406-2120

Food Court

- I was assigned to maintain a clean and sanitized place for members to eat
- I filled member's order quickly to their wants and completed transactions on cash registers
- Closed the food court at the end of the day in a timely manner
- Gave excellent customer service and was noticed by warehouse managers

August 2014-May 2015

285 W. Court St. #101 Woodland, CA 95695

Exact Employment

Employer: Amy (530) 669-1300

Inbound/ Outbound/ Shipping/ Packing at Target Warehouse

- I unload merchandise onto conveyor belts to be scanned by the ART system to be stored into inventory
- I label inventory and place them on outbound conveyor belts
- Unload freight and place them in assigned cages from break back conveyor lines
- Load trailers in a timely manner to be sent out to their corresponding store
- Pack individual boxes from bulk inventory and prepare them for departure

March 2014-July 2014 DK's Pizza & Fun
1495 East St, Woodland, CA 95776

Employer: Albert Alcron (530) 406-0244

Pizza maker/ Cashier

- I prepare dough to be made into pizza skins to be cooked
- I cut and add ingredients to pizza skins and place them into ovens
- I took customers orders and handled both cash and credit purchases
- I served food to customers and maintained a clean place of business

August 2013-October 2013 Target Distribution Center (T-555)
2050 E. Beamer St. Woodland, CA 95776

Employer: Human Resources (530) 666-3705

Seasonal Inbound

- I was responsible for the unloading of trucks in an organized and timely manner onto conveyor belts
- I would use hand held devices to call in trailers to record merchandise into inventory and print out tags to locate the inventory in the warehouse and send trailers back out once completed
- I hastily made pallets of inventory that were labeled and transported by forklifts to their location

May 2012-Present Employment Express
250 W. Main St. #201 Woodland, CA 95695
Employer: Blake Walker (530) 668-9675

Temporary positions

- A wide variety of jobs using different types of skills and tools; from logistics to manufacturing according to the position, call Blake for the full details of the jobs completed.
 1. PGP International (Rice Mill loader)
 2. Special distribution (Outbound Distribution Warehousing)
 3. Central Valley Builder's Supply (Lumberman)
 4. Prime Conduit (PCP Piping manufacture)
 5. Man Lake (Distributions for Honey Farmers)

August 2010-March 2011 Court Street Furniture
73 W. Court Woodland, Ca. 95695
Employer: Hugo Casillas (530) 669-7371

Sales Representative, Deliveryman

- I was responsible for the moving of furniture inside the store all while adhering to the company's safety rules and other regulations set in place
- I was responsible for filling out all according paperwork for all sales following all procedures and protocol
- Helped customers make decisions based on their taste, price they wanted to pay moreover gave them the genuine feel of not just being another statistic but a person as well as a preferred customer
- Completed the monthly store inventory
- I was responsible for the home delivery and in-home setup of furniture for customers.
- Answered all customer's questions

October-December 2009 Fitness 19
441 Pioneer Ave. Woodland, Ca. 95776
Employer: Derik Sanders (530) 406-1919

Desk Clerk, Advertisement

- Advertised for the company in various ways: Flyers, Promotion signs, & Customer appreciation drawings
- Checked in customer's to the gym
- Checked and kept all gym equipment and machines clean and maintained
- Gave tours to potential customers of the facility
- Signed up new members while answering any questions they might have
- I was responsible for filling out all according paperwork for all new members under gym's procedures and protocol
- Represented my company to the best of my abilities
- Answered customer's questions and dealt with any concerns or complaints

June-September 2009 S.L.O. Textbook
973 E. Foothill Blvd. San Luis Obispo, Ca. 93405
Employer: Brendan Smith (805) 439-1163

Advertisement, Desk Clerk

- Advertised for the company in various ways: Flyers, Promotion signs & Customer appreciation drawings
- Sold and purchased books for the company
- Shelved books as needed
- Represented my company to the best of my abilities
- Answered and directed phone calls as needed
- Answered customer's questions and dealt with any concerns or complaints
- Unloaded the shipments that the store received, scanned them into the computer system and then scanned them into their proper shelves accordingly.

Education

December 2016

Ashford University

- Obtaining my Bachelors of Art in Social Science

December 2015

Woodland Community College

- Obtained my Associates of Arts in Social Science

December 2014

Woodland Community College

- Obtained my Associates of Arts in History

December 2014-Present

United States Forklift Certification

- Certification on Forklifts following OSHA Regulations

October 2014 –Present

Woodland Committee Member

- Ethics training course for Traffic Safety Committee for the City of Woodland

October 2014-Present

New Life CPR

- CPR/ First Aid/ AED certified

Certification ID# 14-22368

July 2013-May 2014

Sacramento State College

- Obtained admissions for the Fall 2013 school semester
- Member and officer of the Fall 2013 Rugby Club

June 2013-Present

eFoodHandlers

- Obtained California's Food Handlers Certificate #2013-864338

October 2009-Present

Woodland Community College

- Obtained an A.S. in Social Behavior
- Maintained a G.P.A of 3.0
- Pursue my B.A in Social Science from Sac State

August 2008-August 2009

Cuesta College

- Maintained a G.P.A of 3.0
- General Education
- Obtained over 30 transferrable units to a state school
- Member of the Cuesta wrestling team

August 2004-June 2008

Woodland High School

- Obtained an 3.33 and was both Principal and Honor Students
- Member of the Wrestling, Baseball, and Football Team
- F.F.A. involvement
- Graduated with FFA Honors, and as, a National Honor Roll

Skills

- **Basic understand of Spanish language (Reading, Writing and Speaking)**
- **Literacy of the internet**
- **How to use a U.R.L mailing address**
- **Knowledge of Microsoft Office programs**
- **The use of cash registers and ATM/Credit card machines**
- **Knowledge of Accounting Petty cash accounts**
- **The use of General Ledgers**
- **How to use Warehouse Jacks**
- **Training on Electronic Walking Warehouse Jacks**
- **Training on Handheld inventory device**

Qualities

- Always Punctual
- Fast Learner
- Motivated, Driven and Determined
- Respectful and Courteous
- Reliable and Dependable
- Honest and Hard-Working
- Take pride in my work
- Always asks for a new task when the one at hand has been completed

Important Documents

Woodland Community College

Be it known that the Board of Trustees of the Duba Community College District,
upon the recommendation of the Faculty, has conferred the degree of

Associate in Science Social & Behavioral Sciences

Upon

James Patrick Vorhees

with all Rights, Benefits, and Privileges appertaining thereto in token
of the satisfactory completion of a two-year curriculum.

Granted this 21st day of May, 2012, at Woodland, California.

Brent Foster
Board Chair and President

[Signature]
Chancellor



Angela R. Jandhilds
President

[Signature]
Vice President

Legislation Text

19.

File #: 16-634, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 19, 2016

SUBJECT: Selection of Mayor Pro Tempore and Process for Mayor and Mayor Pro Tempore
Selection and Rotation**Recommendation for Action:** Staff recommends that the City Council:

- 1) Select a Mayor Pro Tempore from among the City Council members, and
- 2) Discuss the process for selecting a mayor and mayor pro tempore and rotation of office holders, and
- 3) If applicable, direct staff to return to Council with amendments to the relevant Municipal Code sections governing this topic.

Staff Contact

Paul Navazio, City Manager - (530) 661-5802, paul.navazio@cityofwoodland.org

Fiscal Impact

No fiscal impact associated with this staff recommendation.

Background

During the City Council's July 5, 2016 meeting, the City Council discussed filling the mayor pro tempore position and other committee assignments due to Dr. Bill Marble's resignation. The Council filled the committee appointments but asked staff to return on July 19th to discuss the selection of a mayor pro tempore and the process for the rotation of the mayor and mayor pro tempore.

Following voter approval of the change from an at-large election system to the by-district system that will begin to go into effect this November, the City Council discussed changing the process from the prior system whereby the council member who received the most votes in the most recent election would serve as mayor pro tempore during the first two years of his or her four year term and then serve as mayor for the last two years. This system does not work with the by-district election system the city is transitioning to in November.

The City Council ultimately decided to have a gradual transition that would permit Dr. Marble to serve for two years as mayor through the end of his term in 2018 and to then have the mayor pro tempore and mayor each serve one year terms, with a process of a rotating mayor by district. The City Council did not, at that time, assign district numbers to the new mayor pro tem or otherwise indicate a specific order in which the districts

would rotate. Staff assumed at the time that Dr. Marble would become the mayor following the November 2016 election and that a new mayor pro tempore would also be selected at that time.

With Dr. Marble's departure, however, the mayor pro tempore position is now vacant. In addition to choosing the mayor pro tempore, the City Council also expressed a desire to revisit a) the process for selecting and b) the terms of the mayor and mayor pro tempore during the transition from at-large to by-district elections.

Discussion

The City Council amended the Municipal Code on March 3, 2015 to address the transition from the at large to district elections. Section 2-2-3 reads in full:

2-2-3. Mayor pro tempore.

- (a) At the same meeting at which the mayor is selected, the city council shall also designate one of its members as mayor pro tempore, who shall be that person who received the greatest number of votes in the most recent general municipal city election at which council members are elected. The mayor pro tempore shall perform the duties of the mayor during the mayor's absence or disability. The mayor pro tempore shall serve in this capacity at the pleasure of the city council.
- (b) Beginning in 2016, the provisions of section 2-2-3(a) shall no longer apply, and the mayor pro tempore shall be selected from among the Council members on a rotating basis in accordance with their district numbers. The mayor pro tempore selected in 2016 shall serve as mayor pro tempore for two years and shall serve at the pleasure of the city council. Beginning in 2018, the mayor pro tempore shall serve for one year and shall serve at the pleasure of the city council.

The intent behind Section 2-2-3(b) was for Dr. Marble to transition to mayor following the November 2016 election, and at the same time a new mayor pro tempore would be selected from amongst the remaining Council members who would also serve in that position for the duration of Dr. Marble's tenure as mayor. Following the 2018 election, a new mayor pro tempore would be selected who would serve for one year, and the mayor pro tempore selected in 2016 would serve a one-year term as mayor.

Additionally, the City Council also amended section 2-2-1 of the Municipal Code, to read as follows:

2-2-1 Appointment and removal

- (a) During the first city council meeting following the certification of election results after any general municipal city election at which council members are elected and during the first city council meeting in December of every odd year beginning in 2019, the city council shall meet and designate its presiding officer who shall have the title of mayor. The council member who served as mayor pro tempore in accordance with section 2-2-3 immediately prior to this meeting shall be designated as mayor. Beginning in the year 2018, the mayor shall serve a term of one year. The mayor shall serve in this capacity at the pleasure of the city council.
- (b) Should the person who was selected as mayor pro tempore in accordance with section 2-2-3 no longer be a council member at the time of the above-referenced meeting, the remaining council

members shall select one of their members as mayor by a majority vote.

In light of the changed circumstances caused by Dr. Marble's resignation, the City Council may wish to discuss whether it (a) wants the one year term (versus the two year term) of the mayor pro tempore to begin now, and (b) if the next mayor should serve a one year term or a two year term. Depending on the City Council's direction, staff may bring back an ordinance to the City Council in August to amend the Municipal Code to put any requested changes into effect.

Conclusion

Staff recommends that the City Council select a mayor pro tempore and, if desired, provide staff with direction to further amend the Municipal Code concerning the process and timing for selection and terms of the mayor pro tempore and mayor.

Prepared by: Paul Navazio, City Manager

A handwritten signature in black ink, appearing to read "Paul Navazio". The signature is fluid and cursive, with the first name "Paul" and last name "Navazio" clearly distinguishable.

Paul Navazio, City Manager