



City of Woodland

300 First Street
Woodland, CA 95695

Meeting Agenda

City Council

Tuesday, October 4, 2016

6:00 PM

Council Chambers

CITY COUNCIL CLOSED SESSION 5:00PM

A. CALL TO ORDER

B. CLOSED SESSION

B.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS,

Pursuant to Section 54956.8

PROPERTY: Approximately 4.7 acres of land located at 1585 East Gibson Road, Woodland, CA 95776, known generally as the District's former Willow Spring School site

AGENCY NEGOTIATOR: City Manager, Community Development Director and City Attorney

NEGOTIATING PARTIES: Woodland Joint Unified School District (WJUSD)

UNDER NEGOTIATIONS: Price and Terms of Payment

B.2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

PROPERTY: Assessor's Parcel Number 063-060-004, 1285-B Lemen Avenue

AGENCY NEGOTIATORS: City Manager, City Attorney and Community Services Director

NEGOTIATING PARTIES: Housing Authority of the County of Yolo

UNDER NEGOTIATION: Price and terms of payment

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY

OCTOBER 4, 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.

[16-760](#)

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. COMMITTEE REPORTS

[16-751](#)

SUBJECT: Parks & Recreation Commission Meeting Minutes for August 22, 2016

Recommendation for Action: Staff recommends that the City Council receive the August 22, 2016 Parks & Recreation Commission Minutes that were approved on September 26, 2016.

Attachments: [082216 Minutes](#)

G. MINUTES

1. [16-761](#)

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 meeting of September 6, 2016 and September 20, 2016.

Attachments: [09-06-16 DRAFT FOR APPROVAL](#)

[09-20-16 DRAFT FOR APPROVAL](#)

H. PRESENTATIONS

2. [16-742](#)

SUBJECT: Fire Prevention Week 2016

Recommendation for Action: Staff recommends that the City Council join the National Fire Protection Association (NFPA) in proclaiming October 9-15, 2016 as Fire Prevention Week.

Attachments: [Proclamation - Fire Prevention Week 2016](#)

3. [16-763](#) SUBJECT: Proclaim October 16-22, 2016 as National Friends of the Library Week

Recommendation for Action: Staff recommends that the City Council proclaim October 16-22, 2016 as National Friends of the Library Week

Attachments: [Natl Friends Library Week P2016](#)

I. CONSENT CALENDAR

4. [16-735](#) SUBJECT: Approval of Grant Application for Housing-Related Parks Program

Recommendation for Action: Staff recommends that the City Council:

- 1) Authorize the submittal of a Housing-Related Parks Program (HRPP) grant application to the State of California to replace the existing play structures and other improvements at Harris Park (100 Imperial Street) and authorize the City Manager to execute all agreements necessary for the program; and
- 2) Rescind Resolution No. 6584, A Resolution of the City Council of the City of Woodland authorizing Application for Housing Related Parks Program Grant; and
- 3) Adopt Resolution No. _____, authorizing Application for Housing Related Parks Program Grant in the amount of \$149,125 replacing Resolution No. 6584 previously adopted.

Attachments: [CC Reso 4Oct16](#)

5. [16-737](#) SUBJECT: Increase the FY 2016/2017 Vehicle Replacement Budget by \$12,207.24 and Authorize the Purchase of Four FY 2016/2017 Trucks

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____:

- (1) authorizing the increase of \$12,207.24 to the FY 2016/2017 Vehicle Replacement Fund (012) for a total budget appropriation of \$1,882,051, and
- (2) authorizing the purchase of four FY 2016/2017 trucks for various City departments through Elm Ford of Woodland in the amount of \$116,194.66.

Attachments: [Ford F150 Elm Ford Quote](#)

[Ford F150 NAFG Quote](#)

[Elm Ford F150 Quote \(4WD Ext Cab\)](#)

[NAFG Ford F150 Quote \(4WD Ext Cab\)](#)

[Ford F150 Elm Ford Quote](#)

[Ford F150 NAFG Quote](#)

[Resolution](#)

6. [16-750](#) SUBJECT: Carry-Over of FY2015/16 Unencumbered Appropriations and FY2017 Budget Adjustments

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the carry-over of unencumbered appropriations from fiscal year 2015/16 to fiscal year 2016/17 totaling \$491,640 (2) authorizing the contribution of \$61,560 from the General Fund to the Capital Projects fund for the General Plan project work effort and (3) authorizing the addition of \$40,644 and \$185,156 to the Capital Projects and General City Development funds, respectively, for the General Plan project professional contract services, staff costs, support, and contingency.

Attachments: [Budget Resolution](#)

[Exhibit A - Total Appropriations by Fund](#)

[Exhibit B - Detailed List of Carry-over Recommendations](#)

7. [16-754](#) SUBJECT: Selection of non-profit organizations to receive donations made available through 2016 Mayors' Climate Protection Awards

Recommendation for Action: Staff recommends that the City Council select the Woodland Tree Foundation and Mutual Housing California to each receive a \$2,500 donation from funds made available to the City through the 2016 Mayors' Climate Protection Awards.

8. [16-757](#) SUBJECT: Response to Yolo County Grand Jury Report on the Yolo Habitat Conservancy

Recommendation for Action: Staff recommends the City Council review and authorize the attached response to the Yolo County Grand Jury report on the Yolo Habitat Conservancy.

Attachments: [Grand Jury Response Letter 10.4.16](#)

[Grand Jury Report and cover letter 6.21.16](#)

J. REPORTS OF THE CITY MANAGER

9. [16-762](#) SUBJECT: First Reading of an Ordinance Amending Municipal Code Sections 2-2-1 and 2-2-3 - 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 approve the first reading of an ordinance amending City Municipal Code Sections 2-2-1 and 2-2-3 related to rotation of Mayor and Mayor Pro Tempore.

Attachments: [Woodland Ordinance Amending Mayoral Rotation Process-c2](#)

K. 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 October 4, 2016 was posted on September 30, 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.



Legislation Text

File #: 16-760, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 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

UPDATED COUNCIL LONG RANGE CALENDAR

OCTOBER 18th

REGULAR MEETING

Consent Calendar

Conflict of Interest Code

Regular Calendar

1st Reading - Building Code

1st Reading - Fire Code

NOVEMBER 1st

REGULAR MEETING

City Council Meeting Minutes of October 4th and 18th

CDD Quarterly Report

2nd Reading and Adoption - Building Code

2nd Reading and Adoption - Fire Code

Presentation – DRAFT Climate Action Plan

Contract Award – Library Community Learning Lab

NOVEMBER 15th

REGULAR MEETING

Public Safety Quarterly Report

C&D Recycling Ordinance Changes

OYANG Sub-Division

Boxing Program

DECEMBER 6th

REGULAR MEETING

City Council Meeting Minutes of November 1st and 15th

Resolution Certifying Election Results

Council Re-Organization (Tentative)

DECEMBER 20th

REGULAR MEETING

City Council Meeting Calendar

Council Committee/ Liaison Appointments

FUTURE STUDY SESSIONS (TBD):

City Council Retreat (January)

Affordable Housing – Part II (February)

Spring Budget Workshop (March)



Legislation Text

File #: 16-751, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: Parks & Recreation Commission Meeting Minutes for August 22, 2016

Recommendation for Action: Staff recommends that the City Council receive the August 22, 2016 Parks & Recreation Commission Minutes that were approved on September 26, 2016.

Staff Contact

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

Conclusion

Staff recommends that the City Council receive the August 22, 2016 Parks & Recreation Commission Minutes that were approved on September 26, 2016.

Prepared by: Kris Bain, Community Services Program Manager

A handwritten signature in cursive script that reads "Paul Navazio".

Paul Navazio, City Manager

Attachment: August 22, 2016 P&R Commission meeting minutes

Parks & Recreation Commission Minutes

Monday, August 22 2016

City Hall – 300 First Street – Council Chambers

Call to Order

The Parks & Recreation Commission meeting was called to order by Chair Jesse Salinas at 6:30 p.m. on Monday, August 22, 2016 in the Council Chambers at City Hall.

Pledge of Allegiance

Roll Call

Commission Members Present:

Commissioner White-Snyder (note: left at 7:30 p.m.)
Commissioner Joe Romero
Commissioner Stephanie Miller
Chair Jesse Salinas
Commissioner Leigh Ann Hartman
Vice Chair Jon-Paul Valcarenghi

Commission Member Absent:

Staff Present:

CSD Director Engel
CSD Analyst Halcon
CSD Manager Bain
CSD Superintendent Schroeder
CSD Administrative Supervisor Haynie

Public Comment

None

Communication-Commission/Staff Statements and Requests

None

Presentations

Library Teen Advisory Committee

Members of the Library Teen Advisory Committee presented information on the two day “The Yolo Youth Rally” for grades 8th-12th. Rally is designed to help teens become informed, influential, independent and politically aware. Rally is paid in part by a California State Library Grant, Measure J and tax payer dollars and will be held at the Woodland Community College on September 24 & 25, 2016, 8:30-4:00 p.m.

Receive Springlake N3 Park Update and Discuss Potential Park Modifications

Community Development Director, Ken Hiatt reviewed the N3 Park project for the Commission. The City received five bids for the N3 Park project; bids were \$2,967,778.00 - \$3,794,576.52, all over the approved \$2,700,000.00. Staff is working on value engineering to have the park completed with most of the key elements that were identified. Staff is seeking approval from council for bid changes and to go out to bid for the project again.

Committee Reports -None

Consent Calendar

July 25, 2016 Minutes

Consider Commissioner Requests for Excused Absences from Future Meetings

No new requested absences.

Action:

White-Snyder/Hartman seconded to approve the consent calendar.

Motion carried by the following roll call vote:

Ayes: Salinas, Romero, White-Snyder, Miller, Hartman, Valcarengi

Noes: none

Discuss and Approve Springlake Park N3 name recommendation to City Council

Commissioner Romero reported that the Facility Committee met with Engel to review applications. Facility Committee is recommending Rick Gonzales Sr. Park.

Action:

Valcarengi/Romero seconded to recommend to City Council Rick Gonzales Sr. Park name for Springlake N3 Park.

Motion carried by the following roll call vote:

Ayes: Salinas, Romero, White-Snyder, Hartman, Valcarengi

Abstain: Miller

Noes: none

Review and Update Committee Assignments

Commissioners discussed committee assignments with the changes noted below.

Ad Hoc Committee

Add Hartman as the first rotating member.

Budget and Finance Committee

Remove Miller.

Volunteerism Committee

Add Miller and Hartman Chair

Swimming Liaison

Valcarengi

White-Snyder/Miller seconded to accept the committee changes above.

Motion carried by the following roll call vote:

Ayes: Salinas, Romero, White-Snyder, Miller, Hartman, Valcarenghi
Noes: none

Discuss and Recommend Tasks for 2016/2017 Work Plan

Item tabled.

Staff Reports

Community Services Report

Bain asked if there were any questions on the CSD staff report, noting that the CSD and Parks reports are now one report. Engel clarified the graph for the Commission. Commissioner Romero asked about the work orders. Engel responded that Schroeder would be reviewing the works orders confirming if the orders were still valid. Commissioner Valcarenghi asked about the status of replacing lights at Slaven Park. Schroeder will provide an update in the September report. Commissioner Harman noted that she attended the August 11th Share S'more Stories 7-8 p.m. where there will be a re-cap of the Yosemite Trip by participants. Commissioner Salinas requested that at future meetings staff provide a summary of what is detailed in the commission report.

Action: Received

Next Meeting September 26, 2016

Adjourn 8:15 p.m.

Action: Miller/ Valcarenghi seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, Romero, Valcarenghi, Miller, Hartman

Noes: none



Legislation Text

1.

File #: 16-761, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 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 meeting of September 6, 2016 and September 20, 2016.

Staff Contact

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

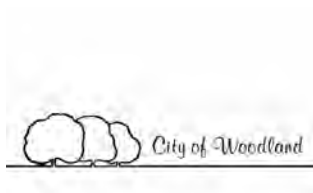
A handwritten signature in cursive script that reads "Paul Navazio".

Paul Navazio, City Manager

Attachments

City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Minutes - Draft

Tuesday, September 6, 2016

6:00 PM

Council Chambers

City Council

**CITY COUNCIL
CLOSED SESSION
5:30 P.M.**

A. CLOSED SESSION

A. 1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Assessor's Parcel Number 27-390-20 and 27-390-23

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

Negotiating Parties: Pacific Coast Producers

Under Negotiation: Price and terms of payment

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY

SEPTEMBER 6, 2016

6:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

Present: 5 - Mayor Jim Hilliard, Council Member Sean Denny, Mayor Pro Tem Angel Barajas, Council Member Tom Stallard and Council Member Marlin Davies

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Mayor Jim Hilliard.

D. COMMUNICATIONS-PUBLIC COMMENT

Don Howell spoke regarding gang activity in Woodland.

Bobby Harris spoke regarding Council debates.

Juan Barajas spoke regarding downtown Woodland.

E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Council Members/Staff.

[16-698](#)

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

[16-685](#)

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 June 15, 2016 and July 20, 2016.

Received Historic Preservation Commission meeting minutes of June 15, 2016 and July 20, 2016.

[16-684](#)

SUBJECT: Planning Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the Planning Commission Meeting minutes of the June 16, 2016, July 7, 2016, and July 21, 2016

Received the Planning Commission Meeting minutes of June 16, 2016, July 7, 2016, and July 21, 2016.

[16-686](#)

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

Recommendation for Action: Staff recommends that the City Council receive the July 25, 2016 Parks & Recreation Commission Minutes that were approved on August 22, 2016.

Received the Parks & Recreation Commission meeting minutes of July 25, 2016.

G. MINUTES

1. [16-699](#)

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 meeting of August 23, 2016.

On a motion by Council Member Denny, seconded by Mayor Pro Tem Barajas and carried unanimously, Council Members adopted the Joint Regular City Council/Woodland Finance Authority meeting minutes of August 23, 2016.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

H. PRESENTATIONS

2. [16-700](#)

SUBJECT: Proclamation of Support Prostate Cancer Awareness Month

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation supporting the American Cancer Society Prostate Cancer Awareness Month, September 2016, and encouraging all male citizens to actively play a part in their health by seeking early detection methods.

On a motion by Mayor Pro Tem Barajas, seconded by Council Member Denny and carried on a 4 - 1 vote, Council Members adopted a Proclamation supporting the American Cancer Society Prostate Cancer Awareness Month, September 2016, and encouraging all male citizens to actively play a part in their health by seeking early detection methods.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

I. CONSENT CALENDAR

3. [16-682](#) SUBJECT: Beamer Trunk Sewer Lining Project, CIP 16-11; Approve Plans and Specifications and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council:

1. Adopt Resolution No. _____, approving the plans and specifications for Beamer Trunk Sewer Lining Project, CIP 16-11, authorizing Bid Advertisement, Authorizing the City Manager to Execute a Construction Contract to the Lowest Responsive and Responsible Bidder and Reallocating Funds from CIP 14-15 to CIP 16 -11; and
2. Adopt Resolution No. _____, designating Certain Products, Brands or Services pursuant to Public Contract Code Section 3400.

Adopted Resolution No. 6704, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS & SPECIFICATIONS FOR THE BEAMER TRUNK SEWER LINING PROJECT, CIP 16-11, AUTHORIZING BID ADVERTISEMENT, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT TO THE LOWEST RESPONSIVE & RESPONSIBLE BIDDER, AND REALLOCATING FUNDS FROM CIP 14-15 TO CIP 16-11 and Resolution No. 6705, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND DESIGNATING CERTAIN PRODUCTS, BRANDS OR SERVICES PURSUANT TO PUBLIC CONTRACT CODE SECTION 3400.

4. [16-687](#) SUBJECT: City Council Review of Historic Preservation Commission Action to Rescind the Historic Designation of 440-442 College Street as a Contributing Resource to the Woodland Downtown Historic District

Recommendation for Action:

Staff recommends that the City Council:

1. Review the draft meeting minutes of the August 17, 2016, Historical Preservation Commission; and
2. Accept the draft minutes, including the Historical Preservation Commission's action to rescind the historic designation of 440-442 College Street as a contributing resource to the Woodland Downtown Historic District.

**Reviewed draft meeting minutes of the August 17, 2016, Historical Preservation Commission; and
accepted the draft minutes, including the Historical Preservation**

Commission's action to rescind the historic designation of 440-442 College Street as a contributing resource to the Woodland Downtown Historic District.

5. [16-691](#)

SUBJECT: Approval of Subrecipient Agreement with the Yolo Wayfarer Center Funded through the 2015 Continuum of Care Competition

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute a subrecipient agreement in substantially the same form presented to the City Council with the Yolo Wayfarer Center (dba Fourth and Hope) funded through the 2015 Continuum of Care program competition in the aggregate amount of \$149,855 and authorizes the Finance Officer to amend the budget as necessary.

Adopted Resolution No. 6706, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO EXECUTE A SUBRECIPIENT AGREEMENT WITH THE YOLO WAYFARER CENTER FOR CONTINUUMM OF CARE PROGRAM GRANT.

6. [16-693](#)

SUBJECT: Approval of Funding for Parks, Historic Woodland Train Depot, and First Time Homebuyer Projects

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the following appropriations and amending the FY 2016/17 budget as necessary:

- 1) additional \$172,677.02 in Housing Related Parks Program grant funds (Fund 325); and
- 2) additional \$3,750 in Community Development Block Grant funds (Fund 320) for the Sacramento Valley Historical Railways' Historic Woodland Train Depot Project; and
- 3) additional \$2,700 in Housing Trust funds (Fund 326) for the City's First Time Homebuyer Loan Assistance Program; a total appropriation of \$172,667 in Fund 325, \$987,196 in Fund 320, and \$23,800 in Fund 326.

Adopted Resolution No. 6707, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROPRIATING HOUSING RELATED PARKS PROGRAM GRANT FUNDS OF \$172,677.02 FOR PARK IMPROVEMENTS, \$3,750 IN CDBG FUNDS FOR IMPROVEMENTS AT THE HISTORIC WOODLAND TRAIN DEPOT, AND \$2,700 FROM THE HOUSING TRUST FUND FOR THE FIRST TIME HOMEBUYER LOAN ASSISTANCE PROGRAM.

7. [16-701](#)

SUBJECT: Community Service Awards Nominating Committee

Recommendation for Action

Staff recommends that the City Council appoint a new Nominating Committee at the September 20, 2016 regular City Council meeting for the 2017 Community Service Awards.

On a motion by Council Member Stallard, seconded by Mayor Pro Tem Barajas

and carried unanimously, Council Members approved Consent Calendar Items No. 3 through 7. Item No. 8 was removed from the Consent Calendar for discussion by Council Member Denny.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

8. [16-694](#)

SUBJECT: Authorize Amendment to the Professional Services Agreements in Support of the General Plan Update Project (CIP #07-06)

Recommendation for Action: Staff recommends that the City Council:

- 1) Approve Resolution No. _____, authorizing Contract Amendment No. 3 to the Professional Services Agreement (CM #000215) for Tschudin Consulting Group, from \$372,450 to \$393,850
- 2) Approve Resolution No. _____, authorizing Contract Amendment No. 6 to the Professional Services Agreement (CM #219) for Dyett and Bhatia, Urban and Regional Planners from \$964,726 to \$1,151,926
- 3) Approve Resolution No. _____, authorizing an additional allocation to the General Plan Update Project (CIP #07-06) for staff, support and contingency in the amount of \$116,200

This item was pulled from the Consent Calendar for discussion.

On a motion by Council Member Davies, seconded by Council Member Stallard and carried unanimously, Council Members adopted Resolution No. 6708, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CONTRACT AMENDMENT NO. 3 WITH TSCHUDIN CONSULTING GROUP, FOR THE GENERAL PLAN UPDATE PROJECT CIP # 07-06; Resolution No. 6709, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CONTRACT AMENDMENT NO. 6 WITH DYETT AND BHATIA, URBAN AND REGIONAL PLANNERS, FOR THE GENERAL PLAN UPDATE PROJECT CIP # 07-06 and Resolution No. 6710, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING AN ADDITIONAL ALLOCATION FOR THE GENERAL PLAN UPDATE PROJECT CIP # 07-06.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

J. PUBLIC HEARINGS

9. [16-670](#)

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 an Ordinance 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 an Ordinance approving a Development Agreement.

1) On a motion by Council Member Denny, seconded by Council Member Stallard and carried unanimously, Council Members adopted Resolution No. 6711, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CERTIFYING THE ENVIRONMENTAL IMPACT REPORT, ADOPTING FINDINGS OF FACT, STATEMENT OF OVERRIDING CONSIDERATIONS, AND MITIGATION MONITORING AND REPORTING PROGRAM FOR THE PRUDLER TENTATIVE SUBDIVISION MAP PROJECT.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

2) On a motion by Council Member Denny, seconded by Council Member Davies and carried unanimously, Council Members adopted Resolution No. 6712, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING THE GENERAL PLAN LAND USE DIAGRAM AND CIRCULATION ELEMENT FOR THE PRUDLER TENTATIVE SUBDIVISION MAP PROJECT BY YOLO RESIDENTIAL INVESTORS, LLC.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

3) On a motion by Council Member Stallard, seconded by Council Member Denny and carried unanimously, Council Members adopted Resolution No. 6713, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING THE SPRING LAKE SPECIFIC PLAN EAST STREET CROSS SECTION FOR THE PRUDLER TENTATIVE SUBDIVISION MAP PROJECT.

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

Davies

4) On a motion by Council Member Davies, seconded by Council Member Denny and carried unanimously, Council Members introduced AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE REZONING FROM GENERAL COMMERCIAL (C-2) TO SINGLE FAMILY/PLANNED DEVELOPMENT (R-1/PD) AND ADOPTION OF PLANNED DEVELOPMENT STANDARDS FOR THE PRUDLER TENTATIVE SUBDIVISION MAP PROJECT SITE.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

5) On a motion by Council Member Denny, seconded by Mayor Pro Tem Barajas and carried unanimously, Council Members adopted Resolution No. 6714, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING TENTATIVE SUBDIVISION MAP NO. 4856 AND CONDITIONAL USE PERMIT FOR THE PRUDLER TENTATIVE SUBDIVISION MAP PROJECT.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

6) On a motion by Council Member Stallard, seconded by Mayor Pro Tem Barajas and carried unanimously, Council Members introduced AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, APPROVING THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WOODLAND AND YOLO RESIDENTIAL INVESTORS, LLC TO USE AND DEVELOP THE PRUDLER PROJECT.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

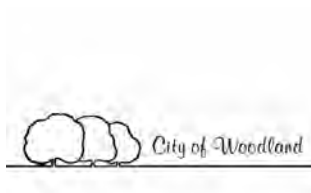
K. ADJOURNED AT 7:38PM

Respectfully submitted,

Ana B. Gonzalez, City Clerk

City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Minutes - Draft

Tuesday, September 20, 2016

6:00 PM

Council Chambers

City Council

**CITY COUNCIL
CLOSED SESSION**

A. CALL TO ORDER

B. CLOSED SESSION

**B.1 CONFERENCE WITH LABOR NEGOTIATORS, Pursuant to
Government**

Code Section 54957

**Agency Designated Representatives: City Manager, Human
Resources**

Manager and Police Chief

Employee Organization(s): Fire Mid-Management Unit Employee

**JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY
SEPTEMBER 20, 2016**

A. CALL TO ORDER

Upon adjournment of the General Plan Public Hearing, Council Member Stallard asked that the Council Members consider opening the Regular City Council meeting to approve the Consent Calendar, Items No. 1 through 10, specifically Item No. 4 which recommended that City Council approve the naming of Spring Lake N3 Park as "Rick Gonzales, Senior, Park". Mrs. Gonzales and her son Rick Gonzales, Jr. were in the audience waiting for this item.

On a motion by Council Member Stallard, seconded by Council Member Denny and carried unanimously, Council Members approved Consent Calendar items No. 1 through 10.

AYES: 5 - Council Members Davies, Denny, Stallard, Barajas and Mayor Hilliard

Council went into recess to conduct Closed Session prior to continuing the Regular City Council Meeting.

B. ROLL CALL

Present: 5 - Mayor Jim Hilliard, Council Member Sean Denny, Mayor Pro Tem Angel Barajas, Council Member Tom Stallard and Council Member Marlin Davies

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Rick Gonzales, Jr. with the Mexican American Concilio.

D. COMMUNICATIONS-PUBLIC COMMENT

Maria Hunt spoke regarding support letter from Woodland City Council regarding a water pipeline in North Dakota.
Rick Gonzales, Jr. spoke regarding the upcoming 32nd Annual Concilio Event.
Steven Jensen, Paul Hillegass and Nathan Jensen spoke regarding the Tobacco Retail License.
Patricia Morgan spoke regarding Homeless.

E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS[16-729](#)

SUBJECT: Long Range Calendar

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

Verbal updates provided by Council Members/Staff.

F. PRESENTATIONS[16-728](#)

SUBJECT: Certificate of Appreciation - Dinner on Main Street

Recommendation for Action: It is recommended that the City Council present a Certificate of Appreciation recognizing the organizing committee and groups who worked to produce the Dinner of Main Street event, held on September 18th in Downtown Woodland.

Mayor Hilliard presented a Certificate of Appreciation recognizing the organizing committee and groups who worked to produce the Dinner of Main Street event, held on September 18th in Downtown Woodland.

[16-727](#)

SUBJECT: Water Project Update

Recommendation for Action: Staff recommends that the City Council receive a presentation from staff regarding the status of implementation of the Davis-Woodland Surface Water Project, including local facilities, ASR Wells and the Recycled Water Project.

Receive a presentation from Tim Busch regarding the status of implementation of the Davis-Woodland Surface Water Project, including local facilities, ASR Wells and the Recycled Water Project.

G. CONSENT CALENDAR1. [16-707](#)

SUBJECT: Second Reading of Ordinance No. 1600, approving the Project Development Agreement between the Yolo Residential Investors, LLC and the City of Woodland

Recommendation for Action: Staff recommends that the City Council adopt Ordinance No. 1600, approving the project Development Agreement between Yolo Residential Investors LLC and the City of Woodland.

Adopted Ordinance No. 1600, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, APPROVING THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WOODLAND AND YOLO RESIDENTIAL INVESTORS, LLC TO USE AND DEVELOP THE PRUDLER PROJECT.

2. [16-718](#)

SUBJECT: Second Reading of Ordinance No. 1601, approving the Zoning Ordinance Amendment for the Prudler Tentative Subdivision Project to change the Zoning Map from General Commercial (GC) to Low Density Planned Development (R-1/PD)

Recommendation for Action: Staff recommends that the City Council adopt Ordinance No. 1601, approving the Zoning Ordinance Amendment for the Prudler Tentative Subdivision Project to change the Zoning Map from General Commercial to Low Density Planned Development.

Adopted Ordinance No. 1601, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE REZONING FROM GENERAL COMMERCIAL (C-2) TO SINGLE FAMILY/PLANNED DEVELOPMENT (R-1/PD) AND ADOPTION OF PLANNED DEVELOPMENT STANDARDS FOR THE PRUDLER TENTATIVE SUBDIVISION MAP PROJECT SITE.

3. [16-703](#)

SUBJECT: Public Works Quarterly Status Report for the period of June through August 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. [16-697](#)

SUBJECT: Approve Naming of the Spring Lake N3 Park as "Rick Gonzales, Senior, Park"

Recommendation for Action: Staff recommends that the City Council approve the name of the Spring Lake N3 Park as "Rick Gonzales, Senior, Park".

Approved naming Spring Lake N3 Pars as "Rick Gonzales, Senior Park".

5. [16-708](#)

SUBJECT: Updates to Public Safety Executive Management Job Descriptions and Authorizing Re-establishment of Fire Chief Position

Recommendation for Action: Staff recommends that the City Council:

- 1) Adopt revisions to the job descriptions for Police Chief and Fire Chief, and
- 2) Approve a resolution authorizing the establishment of a full-time

Fire Chief position within the FY2016/17 budget.

Adopted Resolution No. 6715, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AMENDMENT TO THE FISCAL YEAR 2016/2017 BUDGET AND AUTHORIZING RE-ESTABLISHMENT OF FIRE CHIEF POSITION.

6. [16-710](#) SUBJECT: Approval of the 2015/16 Community Development Block Grant Consolidated Annual Performance and Evaluation Report

Recommendation for Action: Staff recommends that the City Council approve the 2015/16 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER).

Approved the 2015/16 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER).

7. [16-713](#) SUBJECT: Approval of CDBG Funds for Historic Woodland Train Depot Project

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the following appropriation and amending the FY 2016/17 budget as necessary: an additional \$1,000 in Community Development Block Grant funds (Fund 320) for the Sacramento Valley Historical Railways' Historic Woodland Train Depot Project, bringing total appropriations for all CDBG-funded activities for FY2016/17 to \$988,196...body

Adopted Resolution No. 6716, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROPRIATING \$1,000 IN CDBG FUNDS FOR IMPROVEMENTS AT THE HISTORIC WOODLAND TRAIN DEPOT.

8. [16-717](#) SUBJECT: Consideration of Reconveyance of a Portion of Dedicated Right of Way (APN 005-692-058) at 804 Kentucky Avenue (APN 005-692-060) Pursuant to Government Code § 66477.5

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving execution of the proposed quitclaim deed by the City Manager, which will reconvey a portion of the existing right-of-way, as described and depicted in the exhibits to the attached quitclaim deed.

Adopted Resolution No. 6717, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AND AUTHORIZING RECONVEYANCE OF A PORTION OF THE CITY'S RIGHT-OF-WAY ALONG KENTUCKY AVENUE (APN 005-692-058) TO THE GRANTORS/OWNERS OF APN 005-692-060 PURSUANT TO GOVERNMENT CODE SECTION 66477.5.

9. [16-719](#) SUBJECT: Approval of Subrecipient Agreement with the Yolo Wayfarer Center Funded through 2015 Continuum of Care Program Competition

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute a subrecipient agreement in substantially the same form presented to the City Council with the Yolo Wayfarer Center (dba Fourth and Hope) funded through the 2015 Continuum of Care program competition in the amount of \$24,181 and authorizes the Finance Officer to amend the budget as necessary.

Adopted Resolution No. 6718, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO EXECUTE A SUBRECIPIENT AGREEMENT WITH THE YOLO WAYFARER CENTER FOR CONTINUUM OF CARE PROGRAM GRANT.

10. [16-725](#)

SUBJECT: Increase the Fiscal Year 2016/2017 Tree Rebate Program Budget by \$2,400

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing an FY16/17 appropriation of \$2,400 to the Tree Reserve Fund (Fund 583) in support of the city's Tree Rebate Program

Adopted Resolution No. 6719, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN INCREASE TO THE FISCAL YEAR 2016/2017 TREE REBATE PROGRAM BUDGET.

On a motion by Council Member Stallard, seconded by Council Member Denny and carried unanimously, Council Members approved Consent Calendar Items No. 1 through 10.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

H. REPORTS OF THE CITY MANAGER

11. [16-704](#)

SUBJECT: Lower Cache Creek Feasibility Study - Army Corps of Engineers

Recommendation for Action: Staff recommends that the City Council:

- 1) Receive an update on the Lower Cache Creek Feasibility Study; and
- 2) Adopt Resolution No. _____, authorizing the City Manager to submit a letter to the U.S. Army Corps of Engineers (Corps) requesting the Corps reengage on the Lower Cache Creek Feasibility Study, CIP #09-15.

On a motion by Council Member Davies, seconded by Council Member Denny and carried unanimously, Council Members adopted Resolution No. 6720, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A LETTER REENGAGING THE CORPS OF ENGINEERS FOR THE LOWER CACHE CREEK FEASIBILITY STUDY, CIP #09-15.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

12. [16-705](#)

SUBJECT: Approve the Urban Flood Risk Reduction Program Agreement with the State of California Department of Water Resources

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the funding agreement with the State of California Department of Water Resources (DWR) under the Urban Flood Risk Reduction Program (UFRR) and authorizing the City Manager to sign the agreement for the Lower Cache Creek Feasibility Study, CIP #09-15.

On a motion by Council Member Davies, seconded by Council Member Denny and carried unanimously, Council Members adopted Resolution No. 6721, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES FOR THE URBAN FLOOD RISK REDUCTION PROGRAM, CIP #09-15.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

13. [16-715](#)

SUBJECT: Approve Amendment #5 to Agreement with the Ferguson Group for Federal Representation and Advocacy Services for Flood Mitigation

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing Amendment #5 to extend the Ferguson Group agreement for an additional 12 months for an amount not to exceed \$40,000.

On a motion by Council Member Stallard, seconded by Mayor Pro Tem Barajas and carried unanimously, Council Members adopted Resolution No. 6722, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CONTRACT AMENDMENT #5 WITH THE FERGUSON GROUP FOR FEDERAL REPRESENTATION AND ADVOCACY SERVICES FOR FLOOD MITIGATION.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

14. [16-716](#)

SUBJECT: Spring Lake CFD No. 2004-1, Special Tax Bonds, Series 2016

Recommendation for Action: Staff recommends that the City Council:
1) Approve Resolution No. _____, Authorizing the Execution and Delivery of a First Supplemental Fiscal Agent Agreement, a Bond Purchase Agreement, and a Continuing Disclosure Certificate;
Approving the Form of the Official Statement and the Distribution Thereof; Authorizing the Issuance of Series 2016 Bonds; and

Approving Certain Other Actions Related Thereto; and
2) Approve Resolution No. _____, Approving Appropriations for the Bond Transaction Costs and Reimbursement for Spring Lake First Release Oversizing

On a motion by Council Member Denny, seconded by Mayor Pro Tem Barajas and carried unanimously, Council Members adopted Resolution No. 6723, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE EXECUTION AND DELIVERY OF A FIRST SUPPLEMENTAL FISCAL AGENT AGREEMENT, A BOND PURCHASE AGREEMENT, AND A CONTINUING DISCLOSURE CERTIFICATE; APPROVING THE FORM OF THE OFFICIAL STATEMENT AND THE DISTRIBUTION THEREOF; AUTHORIZING THE ISSUANCE OF SERIES 2016 BONDS; AND APPROVING CERTAIN OTHER ACTIONS RELATED THERETO.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

On a motion by Council Member Stallard, seconded by Mayor Pro Tem Barajas and carried unanimously, Council Members adopted Resolution No. 6724, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING APPROPRIATIONS FOR THE CFD 2004-1 (SPRING LAKE) SERIES 2016 BONDS AND RELATED DEVELOPER REIMBURSEMENTS.

Ayes: 5 - Mayor Hilliard, Council Member Denny, Mayor Pro Tem Barajas, Council Member Stallard and Council Member Davies

15. [16-726](#)

SUBJECT: Participation in Discussions of the Davis-Yolo County Community Choice Energy Program

Recommendation for Action: Staff recommends that the City Council:

- 1) Receive a report on the status of the Community Choice Energy Program being developed by Yolo County and the City of Davis; and
- 2) Direct City staff to continue to participate in discussion related to program development; and
- 3) Designate two Council members to represent Woodland in discussions of the Davis-Yolo County Community Choice Energy (CCE) Program with elected representatives of the City of Davis and Yolo County.

Received a report on the status of the Community Choice Energy Program being developed by Yolo County and the City of Davis. Council Members designated Mayor Pro Tem Barajas and Council Member Davies to represent Woodland in discussions of the Davis-Yolo County Community Choice Energy (CCE) Program with elected representatives of the City of Davis and Yolo County.

16. [16-714](#)

SUBJECT: Community Service Awards Nominating Committee Appointment

Recommendation for Action: Staff recommends that the City Council

appoint a new Nominating Committee at the September 20 regular City Council meeting for the 2017 Community Service Awards.

Council Members appointed members to the Nominating Committee for the 2017 Community Service Awards.

I. ADJOURNED AT 7:38PM

Respectfully submitted,

Ana B. Gonzalez, City Clerk

Legislation Text

2.

File #: 16-742, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: Fire Prevention Week 2016

Recommendation for Action: Staff recommends that the City Council join the National Fire Protection Association (NFPA) in proclaiming October 9-15, 2016 as Fire Prevention Week.

Staff Contact

Dan Bellini, Public Safety Chief, dan.bellini@cityofwoodland.org

Fiscal Impact

None

Report in Brief

Fire Prevention Week is dedicated to raising awareness of the dangers of fire and how to prevent it. The City Council has annually recognized Fire Prevention Week in Woodland and the Fire Department has coordinated this recognition with community education and awareness activities. Staff recommends the City Council join the NFPA in proclaiming October 9-15, 2016 as Fire Prevention Week.

Background

Fire Prevention Week was established to commemorate the Great Chicago Fire - the tragic conflagration that killed more than 250 people, left 100,000 people homeless, destroyed more than 17,400 structures, and burned more than 2,000 acres. The fire began on October 8, 1871, but continued into, and did most of its damage on, October 9, 1871; it lasted more than 27 hours. In 1920, President Woodrow Wilson issued the First National Fire Prevention Day proclamation. Since 1922, Fire Prevention Week has been observed on the Sunday through Saturday period in which October 9 falls. According to the National Archives, Fire Prevention Week is the longest running public health and safety observance on record. The President of the United States has signed a proclamation proclaiming a national observance during that week every year since 1925.

This year's theme is **"Don't Wait - Check the Date! Replace Smoke Alarms Every 10 Years."** This week represents the final year of the NFPA's three-year effort to educate the public about basic, but essential, elements of smoke alarm safety. They are focusing on three years in a row because NFPA's survey data shows that the public has many misconceptions about smoke alarms, which could put them at increased risk in the event of a home fire. Only a small percentage of people know how old their smoke alarms are or how often they should be replaced. Smoke alarms should be replaced every 10 years; to find out how old a smoke alarm is, look at the date of manufacture on the back of the alarm; and the alarm should be replaced 10 years from

that date. This week is the perfect time to inform our citizens that smoke alarms are a key part of a home fire escape plan. When there is a fire, smoke spreads rapidly. Working smoke alarms give early warning so you can get outside quickly. We want to empower our citizens to help prevent fires and protect their families with lifesaving technologies and planning.

Here are some interesting statistics gathered by NFPA:

- Half of home fire deaths result from fires reported between 11 p.m. and 7 a.m. when most people are asleep.
- Three out of five home fire deaths happen from fires in homes with no smoke alarms or no working smoke alarms.
- Working smoke alarms cut the risk in half of dying in reported home fires.
- In fires considered large enough to activate the smoke alarm, hardwired alarms operated 93% of the time, while battery powered alarms operated only 79% of the time.
- When smoke alarms fail to operate, it is usually because batteries are missing, disconnected, or dead.
- An ionization smoke alarm is generally more responsive to flaming fires and a photoelectric smoke alarm is generally more responsive to smoldering fires. For the best protection, or where extra time is needed to awaken or assist others, both types of alarms, or combination ionization and photoelectric alarms are recommended.
- A smoke alarm should be on the ceiling or high on a wall. Install smoke alarms inside and outside each bedroom and sleeping area. Install alarms on every level of the home. Install alarms in the basement. Large homes may need extra alarms
- It is best to use interconnected smoke alarms. When one alarm sounds, they all sound.
- Test all smoke alarms at least once a month. Press the test button to be sure the alarm is working.
- Keep smoke alarms away from the kitchen to reduce false alarms. They should be at least 10 feet from the stove.
- People who are hearing impaired or deaf can use special alarms that have strobe lights and bed shakers.
- Replace all smoke alarms when they are 10 years old.

Discussion

The celebration of Fire Prevention Week has been a long-standing tradition in our community. It gives Fire personnel the chance to introduce themselves to the citizens of our community in a casual learning environment. Through this interaction, members of the Fire Department educate youth, teachers, and parents about the importance of fire safety and fire prevention. Again this year, we will be implementing the First Grade Program into our Public Education schedule. The Fire Department uses this program in conjunction with fire station tours and community events to teach the public about fire safety.

Conclusion

Staff recommends the City Council join the NFPA in proclaiming October 9-15, 2016, as Fire Prevention Week and dedicate this year to raising public awareness of the value of always utilizing important safety tips in order to learn **“Don’t Wait - Check the Date! Replace Smoke Alarms Every 10 Years!”**

Prepared by: Bonnie Sylva, Administrative Secretary

Reviewed by: Dan Bellini, Public Safety Chief

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

Attachment: Proclamation for National Fire Prevention Week - October 9-15, 2016

CITY OF WOODLAND PROCLAMATION FOR NATIONAL FIRE PREVENTION WEEK - OCTOBER 9-15, 2016

- WHEREAS,** the Fire Department celebrates the annual Fire Prevention Week in Woodland during October to ensure the safety and security of all those residing in and visiting our community; and
- WHEREAS,** fire is a serious public safety concern both locally and nationally. Fire Departments report that more than three out of five home fire deaths resulted from fires in homes without working smoke alarms. The risk of dying in reported home structure fires is reduced by half in homes with working smoke alarms; and
- WHEREAS,** residents who have installed interconnected smoke alarms on all floors of their homes increase safety for all; and those who have a planned and practiced home fire escape plans are more prepared and, therefore, will be more likely to survive a fire. The Fire Prevention Week 2016 theme, **“Don’t Wait – Check the Date! Replace Smoke Alarms Every 10 Years!”** effectively serves to remind us to be aware of how old our smoke alarms are; to replace them every 10 years; to test them monthly; and develop and practice a home fire escape plan during Fire Prevention week and year round; and
- WHEREAS,** the mission of the Woodland Fire Department is dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education. Through these measures, residents are able to take personal steps to increase their safety from fire, especially in their homes. For more detailed information, log onto the NFPA website at www.nfpa.org/safety-information/fire-prevention-week.
- NOW THEREFORE,** the Council of the City of Woodland does hereby proclaim the week of October 9-15, 2016 as Fire Prevention Week in Woodland, and calls upon all citizens and civic organizations to apply safety measures in their homes, to practice their home fire escape plan during Fire Prevention Week, and to support the public safety activities and efforts of the Woodland Fire Department and other emergency services.

PASSED AND ADOPTED this 4th day of October, 2016

Jim Hilliard, Mayor

Angel Barajas, Mayor Pro Tempore

Sean Denny, Council Member

Marlin “Skip” Davies, Council Member

Tom Stallard, Council Member

Legislation Text

3.

File #: 16-763, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: Proclaim October 16-22, 2016 as National Friends of the Library Week

Recommendation for Action: Staff recommends that the City Council proclaim October 16-22, 2016 as National Friends of the Library Week

Staff ContactAna B. Gonzalez, City Clerk - 530-661-5806 - ana.gonzalez@cityofwoodland.org**Report in Brief**

The City Council is asked to proclaim October 16-22, 2016, as “National Friends of the Library Week.”

The Friends of the Woodland Public Library focuses attention on library services, improvement of library facilities and needs, assists in the efforts to raise funds, encourages greater use of library services, and enriches the cultural and civic life of Woodland.

Retha Robertson, the President of the Friends of the Woodland Public Library, will accept the proclamation for the Friends of the Woodland Public Library and its volunteer and civic enrichment efforts.

Staff recommends that the City Council issue a Proclamation declaring October 16-22, 2016, as “National Friends of the Library Week” and encourages everyone to join the Friends of the Library and thank them for all they do to make our library and community so much better.

Prepared by: Ana B. Gonzalez, City Clerk



Paul Navazio, City Manager

City of Woodland

PROCLAMATION NATIONAL FRIENDS OF LIBRARIES WEEK CELEBRATION, OCTOBER 16 - 22, 2016

WHEREAS, the Friends of the Woodland Public Library (Friends) highlights, through their work on an ongoing basis, the fact that our library is the cornerstone of the community by providing free opportunities for all to engage in the joy of life-long learning and to connect with the thoughts and ideas of others from ages past to the present; and

WHEREAS, the Friends understands the critical importance of well funded libraries and advocates to ensure our library gets the current and future resources needed to provide a wide variety of services for all ages including access to print and electronic materials, along with expert assistance in research and readers' advisory and children's services; and

WHEREAS, the Friends raise money enabling our library to continue providing much needed resources for additional education and informational programming for children, teens and adults, equipment and art supplies, support for summer of learning and numerous other special events throughout the year; and

WHEREAS, the Friends' extensive gift of time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community.

NOW, THEREFORE, BE IT RESOLVED that the City of Woodland proclaims October 16 - 22, 2016, as Friends of Libraries Week in Woodland, California and urges the citizens of Woodland to join with the Friends of the Woodland Public Library in supporting our City Library and to thank the Friends for all they do to make our library and community better.

Dated this 4th day of October, 2016

Jim Hilliard, Mayor

Angel Barajas, Mayor Pro Tem

Sean Denny, Council Member

Tom Stallard, Council Member

Marlin H. Davies, Council Member

Legislation Text

File #: 16-735, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: Approval of Grant Application for Housing-Related Parks Program

Recommendation for Action: Staff recommends that the City Council:

- 1) Authorize the submittal of a Housing-Related Parks Program (HRPP) grant application to the State of California to replace the existing play structures and other improvements at Harris Park (100 Imperial Street) and authorize the City Manager to execute all agreements necessary for the program; and
- 2) Rescind Resolution No. 6584, A Resolution of the City Council of the City of Woodland authorizing Application for Housing Related Parks Program Grant; and
- 3) Adopt Resolution No. _____, authorizing Application for Housing Related Parks Program Grant in the amount of \$149,125 replacing Resolution No. 6584 previously adopted.

Staff Contact

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

Fiscal Impact

In July 2016, the State notified the City of a Housing-Related Parks Program grant award in the amount of \$149,125.

Background

On January 19, 2016 the City Council approved Resolution No. 6584, A Resolution of the City Council of the City of Woodland authorizing Application for Housing Related Parks Program Grant for an amount not to exceed \$135,000. Since being awarded the grant in the amount of \$149,125, the State now requires a new resolution that reflects the amount of the grant award.

Conclusion

Staff recommends that the City Council:

- 1) Authorize the submittal of a Housing-Related Parks Program (HRPP) grant application to the State of California to replace the existing play structures and other improvements at Harris Park (100 Imperial Street) and authorize the City Manager to execute all agreements necessary for the program; and
- 2) Rescind Resolution No. 6584, A Resolution of the City Council of the City of Woodland authorizing Application for Housing Related Parks Program Grant; and
- 3) Adopt Resolution No. _____, authorizing Application for Housing Related Parks Program Grant in the amount of \$149,125 replacing Resolution No. 6584 previously adopted.

Prepared by: Dan Sokolow
Senior Planner

Reviewed by: Christine Engel
CSD Director

A handwritten signature in cursive script, appearing to read "Paul Navazio".

Paul Navazio, City Manager

Attachment: Resolution

RESOLUTION NO. _____

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

WHEREAS:

- A. The State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated October 26, 2015 (NOFA), under its Housing-Related Parks (HRP) Program.
- B. The City of Woodland (Applicant) desires to apply for a HRP Program grant and submit the 2015 Designated Program Year Application Package released by the Department for the HRP Program.
- C. The Department is authorized to approve funding allocations for the HRP Program, subject to the terms and conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement.

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to apply for and submit to the Department the HRP Program Application Package released November 2015 for the 2015 Designated Program Year in an amount not to exceed \$149,125. If the application is approved, the Applicant is hereby authorized and directed to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) in an amount not to exceed \$149,125, and any and all other documents required or deemed necessary or appropriate to secure the HRP Program Grant from the Department, and all amendments thereto (collectively, the “HRP Grant Documents”).
2. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement. Funds are to be used for allowable capital asset project expenditures to be identified in **Exhibit A** of the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. Applicant hereby agrees to use the funds for eligible capital asset(s) in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package.
3. The City Manager is authorized to execute in the name of Applicant the HRP Program Application Package and the HRP Grant Documents as required by the Department for participation in the HRP Program.

PASSED AND ADOPTED this 4th Day of October, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jim Hilliard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

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

Signature _____ Date _____

Legislation Text

5.

File #: 16-737, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: Increase the FY 2016/2017 Vehicle Replacement Budget by \$12,207.24 and
Authorize the Purchase of Four FY 2016/2017 Trucks

Recommendation for Action: Staff recommends that the City Council approve Resolution No. ____:
(1) authorizing the increase of \$12,207.24 to the FY 2016/2017 Vehicle Replacement Fund (012) for a total budget appropriation of \$1,882,051, and
(2) authorizing the purchase of four FY 2016/2017 trucks for various City departments through Elm Ford of Woodland in the amount of \$116,194.66.

Staff Contact

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

Council Goal

Maintain City Infrastructure - providing reliable vehicles for City department.

Fiscal Impact

The truck purchases will be funded through the FY 2016/2017 Vehicle Replacement budget already approved by the Council. All four trucks will replace older trucks that have reached the end of their programmed life cycles. Two of the trucks are being upgraded in order to better suit the departments' operational needs. The total cost of the upgrades will be \$12,207.24, and the using department has already transferred these funds to the Vehicle Replacement Reserves, but it takes the Council approval to increase the Vehicle Replacement budget so the trucks can be placed on order. The affected program areas will see a combined increase in their ongoing fixed costs of approximately \$1,822.84 per year beginning in FY2017/2018.

Background

The City Council previously approved the budget to replace these vehicles during the FY 2016/2017 budget review. Fleet Services invited competitive bids for: two (2) Ford F150 Super Cab Trucks for Utilities, one (1) Ford F150 4-Wheel Drive (4WD) Truck for the Community Development Department, and one (1) Ford F150 Regular Cab Truck for the Water Pollution Control Facility. Two proposals were received for each bid from Elm Ford of Woodland and the National Auto Fleet Group (NAFG) in Watsonville, CA. In each bid, Elm Ford offered a proposal for a lower amount than NAFG. Fleet Services recommends the Council awards the purchase of all four trucks to Elm Ford of Woodland in the amount of \$116,194.66.

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 dealership 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. _____, (1) authorizing the increase of \$12,207.24 to the FY 2016/2017 Vehicle Replacement Fund (012) for a total budget appropriation of \$1,882,051 and (2) authorizing the purchase of four FY 2016/2017 trucks for various City departments through Elm Ford of Woodland in the amount of \$116,194.66.

Prepared by: Troy Thompson, Fleet & Facilities Manager

Reviewed by: Gregor G. Meyer, Public Works Director



Paul Navazio, City Manager

Attachments: Elm Ford Ford F150 Super Cab Quote
NAFG Ford F150 Super Cab Quote
Elm Ford Ford F150 4WD Quote
NAFG F150 4WD Quote
Elm Ford Ford F150 Regular Cab Quote
NAFG F150 Regular Cab Quote
Resolution



ELM FORD

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

8/24/16

To TRUY THOMPSON
CITY of WOODLAND

BID FOR 2 F150 YEAR MODEL 2017

PER TRUCK \$26,465.00

DOL FEE 80.00

CALIF TIRE FEE 8.75

LIC FEE 0

SALES TAX 8.25% 2,189.96

28,743.71

X 2

\$57,487.42

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

8/24/16

R. Torres

P.S.
ALSO INCLUDES PRIVACY GLASS
WE HAD TO ADD (505) CRUISE CONTROL IN ORDER TO
GET SYNC (52B)

THANK YOU

R. Torres

CNGP530

VEHICLE ORDER CONFIRMATION

08/24/16 13:16:56

 $\Rightarrow$

Dealer: F72424

2017 F-150

Page: 2 of 2

Order No: 0500 Priority: K3 Ord FIN: QC339 Order Type: 5B Price Level: 725

Ord PEP: 100A Cust/Flt Name: CITYWOODLAND PO Number: 007

RETAIL DLR INV

RETAIL DLR INV

85A POWER EQUIP GRP \$1170 \$1077.00 ✓

85H	BACK UP ALARM	125	115.00 ✓
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924	PRIVACY GLASS	100	92.00 ✓
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942	DAY RUN LIGHTS	45	41.00	✓
-----	----------------	----	-------	---

96W	SPRAY- IN LINER	495	456.00
-----	-----------------	-----	--------

FLEX FUEL

SP FLT ACCT CR (937.00)

FUEL CHARGE	9.44
-------------	------

DEST AND DELIV	1195	1195.00
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TOTAL BASE AND OPTIONS	35215	32488.09
------------------------	-------	----------

TOTAL	35215	32488.09
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THIS IS NOT AN INVOICE

F1=Help

F2=Return to Order

F7=Prev

F4=Submit

F17=Delete Entry

F3/F12=Veh Ord Menu

S099 - PRESS F4 TO SUBMIT

QC07943

fmcdealr@Rigo-PC

Aug 24, 2016 10:17:16 AM

CNGP530

VEHICLE ORDER CONFIRMATION

08/24/16 13:16:28

==>

Dealer: F72424

2017 F-150

Page: 1 of 2

Order No: 0500 Priority: K3 Ord FIN: QC339 Order Type: 5B Price Level: 725

Ord PEP: 100A Cust/Flt Name: CITYWOODLAND PO Number: 007

		RETAIL	DLR INV			RETAIL	DLR INV
X1C	F150 4X2 S/C ✓	\$30600	\$29070.00	422	CALIF EMISSIONS	NC	NC
	145" WHEELBASE ✓			50S	CRUISE CONTROL	225	207.00 ✓
YZ	OXFORD WHITE ✓			52B	SYNC	420	387.00 ✓
A	VINYL 40/20/40 ✓	NC	NC	53B	CLASS IV HITCH	95	88.00 ✓
G	MED EARTH GRAY ✓			57Q	REAR DEFROSTER	220	203.00 ✓
100A	EQUIP GRP				23 GAL TANK		
	.XL SERIES			76C	REARVIEW CAMERA	250	231.00 ✓
	.17"SILVER STEEL ✓			76R	REV SENSING SYS	275	253.00 ✓
998	3.5LV6 TIVCTFFV ✓						
446	ELEC 6-SPD AUTO ✓				TOTAL BASE AND OPTIONS	35215	32488.09
	.245/70R-17 A/S				TOTAL	35215	32488.09
X19	3.55 REG AXLE ✓	NC	NC		*THIS IS NOT AN INVOICE*		
	6100# GVWR						
	CA BOARD FEES	NC	.65		* MORE ORDER INFO NEXT PAGE *		
	FRT LICENSE BKT	NC	NC		F8=Next		

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F17=Delete Entry

S006 - MORE DATA IS AVAILABLE.

QC07943

fmcdealr@Rigo-PC

Aug 24, 2016 10:16:47 AM

WITH TWO ADDITIONAL KEYS PER UNIT
 EXEMPT PLATES ORDER BY US
 ONE SHOP MANUAL PER TRUCK (2)

ALSO INCLUDED PRIVACY GLASS

CRUISE CONTROL IN ORDER TO GET
 SYNC COMMUNICATION?

8/24/16 F8



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

8/1/2016

QuoteID: 7803

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 (2016 Ford F-150 (X1C) 2WD SuperCab 145" XL,) and delivered to your specified location, each for

One Unit

Base Price	\$26,823.26
Tax (8.2500 %)	\$2,212.92
Tire fee	\$8.75
Total	\$29,044.93

- 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
998	ENGINE: 3.5L V6 TI-VCT FFV, (STD)

TRANSMISSION

Code	Description
446	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC, -inc: tow/haul mode (STD)

WHEELS

Code	Description
64C	WHEELS: 17" SILVER STEEL, (STD)

TIRES

Code	Description
—	TIRES: P245/70R17 BSW A/S, (STD)

PRIMARY PAINT

Code	Description
YZ	OXFORD WHITE

PAINT SCHEME

Code	Description
---	STANDARD PAINT

SEAT TYPE

Code	Description
CG	DARK EARTH GRAY, CLOTH 40/20/40 FRONT SEAT, -inc: 2-way manual driver/passenger adjustment and armrest

AXLE RATIO

Code	Description
X19	3.55 AXLE RATIO, (STD)

ADDITIONAL EQUIPMENT

Code	Description
85A	XL POWER EQUIPMENT GROUP, -inc: Power Glass Sideview Mirrors w/Black Skull Caps, manual-folding, Power Door Locks, flip key and integrated key transmitter keyless-entry (includes Autolock), Illuminated Entry, Power Front & Rear Windows, Perimeter Alarm, Power Tailgate Lock, MyKey Owner controls feature
422	CALIFORNIA EMISSIONS SYSTEM, -inc: Required code for California Emissions States registration, Optional code for Cross Border State dealers (Arizona, District of Columbia, Idaho, New Hampshire, Nevada, Ohio, Virginia and West Virginia)
93N	DEALER ORDER FOR CALIFORNIA STATES REGISTRATION, -inc: Federal Emissions state dealers ordering a California Emissions system (422) are also required to use order code 93N to attest that the vehicle is to be registered in a California Emissions state, Note: It is a violation of federal law for a Federal Emissions state dealer to sell a vehicle w/a California Emissions system for registration in a Federal Emissions state, unless the vehicle also meets EPA standards (i.e, 50-state emissions)
53B	CLASS IV TRAILER HITCH RECEIVER, -inc: towing capability up to 5,000 lbs, smart trailer tow connector and 4-pin/7-pin wiring harness
153	FRONT LICENSE PLATE BRACKET, -inc: Standard in states requiring 2 license plates, optional to all others
96W	SPRAY-IN BEDLINER (PRE-INSTALLED), -inc: Custom Accessory
942	DAYTIME RUNNING LAMPS, -inc: Non-controllable
52B	SYNC VOICE RECOGNITION COMMUNICATIONS, -inc: Enhanced voice recognition communication and entertainment system, 911 assist, 4.2" LCD display in center stack, Applink, 1 smart charging USB port, VHR, SYNC services, Bluetooth and steering wheel audio controls, Compass display in instrument cluster, DELETES auxiliary audio input jack
76C	REAR VIEW CAMERA W/DYNAMIC HITCH ASSIST
76R	REVERSE SENSING SYSTEM
85H	BACKUP ALARM SYSTEM

OPTION PACKAGE

Code	Description
100A	EQUIPMENT GROUP 100A BASE

SHIP THRU CODES

Code	Description
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2016 Fleet/Non-Retail Ford F-150 2WD SuperCab 145" XL

WINDOW STICKER

2016 Ford F-150 2WD SuperCab 145" XL 3.5 L/213 Regular Unleaded V-6 6 Speed Automatic w/OD		Interior: Exterior 1: OXFORD WHITE Exterior 2: No color has been selected.
CODE	MODEL	MSRP
X1C	2016 Ford F-150 2WD SuperCab 145" XL	\$30,600.00
	OPTIONS	
998	ENGINE: 3.5L V6 TI-VCT FFV, (STD)	\$0.00
446	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC, -inc: tow/haul mode (STD)	\$0.00
64C	WHEELS: 17" SILVER STEEL, (STD)	\$0.00
—	TIRES: P245/70R17 BSW A/S, (STD)	\$0.00
YZ	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
CG	DARK EARTH GRAY, CLOTH 40/20/40 FRONT SEAT, -inc: 2-way manual driver/passenger adjustment and armrest	\$0.00
X19	3.55 AXLE RATIO, (STD)	\$0.00
85A	XL POWER EQUIPMENT GROUP, -inc: Power Glass Sideview Mirrors w/Black Skull Caps, manual-folding, Power Door Locks, flip key and integrated key transmitter keyless-entry (includes Autolock), Illuminated Entry, Power Front & Rear Windows, Perimeter Alarm, Power Tailgate Lock, MyKey Owner controls feature	\$1,170.00
422	CALIFORNIA EMISSIONS SYSTEM, -inc: Required code for California Emissions States registration, Optional code for Cross Border State dealers (Arizona, District of Columbia, Idaho, New Hampshire, Nevada, Ohio, Virginia and West Virginia)	\$0.00
93N	DEALER ORDER FOR CALIFORNIA STATES REGISTRATION, -inc: Federal Emissions state dealers ordering a California Emissions system (422) are also required to use order code 93N to attest that the vehicle is to be registered in a California Emissions state, Note: It is a violation of federal law for a Federal Emissions state dealer to sell a vehicle w/a California Emissions system for registration in a Federal Emissions state, unless the vehicle also meets EPA standards (i.e, 50-state emissions)	\$0.00
53B	CLASS IV TRAILER HITCH RECEIVER, -inc: towing capability up to 5,000 lbs, smart trailer tow connector and 4-pin/7-pin wiring harness	\$95.00
153	FRONT LICENSE PLATE BRACKET, -inc: Standard in states requiring 2 license plates, optional to all others	\$0.00
96W	SPRAY-IN BEDLINER (PRE-INSTALLED), -inc: Custom Accessory	\$495.00
942	DAYTIME RUNNING LAMPS, -inc: Non-controllable	\$45.00
52B	SYNC VOICE RECOGNITION COMMUNICATIONS, -inc: Enhanced voice recognition communication and entertainment system, 911 assist, 4.2" LCD display in center stack, Applink, 1 smart charging USB port, VHR, SYNC services, Bluetooth and steering wheel audio controls, Compass display in instrument cluster, DELETES auxiliary audio input jack	\$420.00
76C	REAR VIEW CAMERA W/DYNAMIC HITCH ASSIST	\$250.00
76R	REVERSE SENSING SYSTEM	\$275.00
85H	BACKUP ALARM SYSTEM	\$125.00
100A	EQUIPMENT GROUP 100A BASE	\$0.00

SUBTOTAL	\$33,475.00
Advert/ Adjustments	\$0.00
Manufacturer Destination Charge	\$1,195.00
TOTAL PRICE	\$34,670.00
Est City: 18 MPG	
Est Highway: 25 MPG	
Est Highway Cruising Range: 575.00 mi	

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

Standard Equipment**MECHANICAL**

Engine: 3.5L V6 Ti-VCT FFV
Transmission: Electronic 6-Speed Automatic -inc: tow/haul mode
3.55 Axle Ratio
GVWR: 6,100 lbs Payload Package
Rear-Wheel Drive
70-Amp/Hr 610CCA Maintenance-Free Battery w/Run Down Protection
200 Amp Alternator
Towing w/Harness and Trailer Sway Control
1660# Maximum Payload
Gas-Pressurized Shock Absorbers
Front Anti-Roll Bar
Electric Power-Assist Speed-Sensing Steering
23 Gal. Fuel Tank
Single Stainless Steel Exhaust
Double Wishbone 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, Hill Hold Control and Electric Parking Brake

EXTERIOR

Wheels: 17" Silver Steel
Tires: P245/70R17 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
Black Rear Step Bumper
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Manual Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Black Grille
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 w/6 Speakers -inc: auxiliary audio input jack (not available w/SYNC)
Radio w/Aux Audio Input Jack
Fixed Antenna

1 LCD Monitor In The Front

INTERIOR

Cloth 40/20/40 Front Seat -inc: 2-way manual driver/passenger adjustment and armrest
4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
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, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp and Trip Odometer
Fixed Rear Windows
6 Person Seating Capacity
Front Cupholder
Rear Cupholder
Manual Air Conditioning
HVAC -inc: Underseat Ducts
Glove Box
Interior Trim -inc: Cabback Insulator and Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shift Knob
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
3 12V DC Power Outlets
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Pickup Cargo Box Lights
Instrument Panel Bin, Dashboard Storage, Driver / Passenger And Rear Door Bins
Manual 1st Row Windows
Outside Temp Gauge
Analog Display
Front Center Armrest
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Securilock Anti-Theft Ignition (pats) Engine Immobilizer

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
Airbag Occupancy Sensor
Safety Canopy System Curtain 1st And 2nd Row Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners



ELM FORD

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

City of Woodland 8/2/16
Bid

CDD
#554 Replacement

\$ 30,092-
DOC FEE 80
TIRE FEE 8.75
SALES TAX 2489.19
LIC 0

32,669.94

ADDITIONAL ITEMS
THAT ARE INCLUDED IT

2 XTRA KEYS
2017 FORD F150
SHOP MANUAL

(4712) RUBBER FLOOR MATS

CELL #
(530) 402-5976

Rigo Torres

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

CNGP530

VEHICLE ORDER CONFIRMATION

08/02/16 16:12:50

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Dealer: F72424

2017 F-150

Page: 1 of 2

Order No: 6587 Priority: J4 Ord FIN: QC339 Order Type: 5B Price Level: 725

Ord PEP: 100A Cust/Flt Name: CITYWOODLAND PO Number: 007

		RETAIL	DLR INV		RETAIL	DLR INV
X1E	F150 4X4 S/C	\$34025	\$32324.00	422	CALIF EMISSIONS	NC NC
	145" WHEELBASE			50S	CRUISE CONTROL	225 207.00
YZ	OXFORD WHITE			52B	SYNC	420 387.00
A	VINYL 40/20/40	NC	NC	53A	TRAILER TOW PKG	495 456.00
G	MED EARTH GRAY			57Q	REAR DEFROSTER	220 203.00
100A	EQUIP GRP				23 GAL TANK	
	.XL SERIES			76C	REARVIEW CAMERA	250 231.00
	.17"SILVER STEEL					
998	3.5LV6 TIVCTFFV				TOTAL BASE AND OPTIONS	38965 35952.09
446	ELEC 6-SPD AUTO				XL BASE DISCT PEG & TT (500)	(460.00)
	.265/70R-17				TOTAL	38465 35492.09
X26	3.73 REG AXLE	NC	NC		*THIS IS NOT AN INVOICE*	
	6300# GVWR					
	CA BOARD FEES	NC	.65		* MORE ORDER INFO NEXT PAGE *	
	FRT LICENSE BKT	NC	NC			

F1=Help

F2=Return to Order

F8=Next

F4=Submit

F5=Add to Library

F3/F12=Veh Ord Menu

S006 - MORE DATA IS AVAILABLE.

QC07943

fmcdealr@Rigo-PC

Aug 2, 2016 1:13:11 PM

CNGP530

VEHICLE ORDER CONFIRMATION

08/02/16 16:13:25

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Dealer: F72424

2017 F-150

Page: 2 of 2

Order No: 6587 Priority: J4 Ord FIN: QC339 Order Type: 5B Price Level: 725

Ord PEP: 100A Cust/Flt Name: CITYWOODLAND PO Number: 007

	RETAIL	DLR INV
85A POWER EQUIP GRP	\$1170	\$1077.00
85H BACK UP ALARM	125	115.00
91V 110V/400W	200	184.00
924 PRIVACY GLASS	100	92.00
942 DAY RUN LIGHTS	45	41.00
96W SPRAY- IN LINER	495	456.00
FLEX FUEL		
SP FLT ACCT CR		(1026.00)
FUEL CHARGE		9.44
DEST AND DELIV	1195	1195.00

TOTAL BASE AND OPTIONS 38965 35952.09

XL BASE DISCT PEG & TT (500) (460.00)

TOTAL 38465 35492.09

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S099 - PRESS F4 TO SUBMIT

QC07943

fmcdealr@Rigo-PC

Aug 2, 2016 1:13:55 PM



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

7/25/2016

QuoteID: 7733

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 (2016 Ford F-150 (X1E) 4WD SuperCab 145" XL,) and delivered to your specified location, each for

One Unit

Base Price	\$30,203.54
Tax (8.2500 %)	\$2,491.79
Tire fee	\$8.75
Total	\$32,704.08

- 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
998	ENGINE: 3.5L V6 TI-VCT FFV, (STD)

TRANSMISSION

Code	Description
446	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC, -inc: tow/haul mode (STD)

WHEELS

Code	Description
64C	WHEELS: 17" SILVER STEEL, (STD)

TIRES

Code	Description
—	TIRES: P265/70R17 OWL A/T, (STD)

PRIMARY PAINT

Code	Description
YZ	OXFORD WHITE

PAINT SCHEME

Code	Description
___	STANDARD PAINT

SEAT TYPE

Code	Description
AG	MEDIUM EARTH GRAY, VINYL 40/20/40 FRONT SEAT

AXLE RATIO

Code	Description
X26	3.73 AXLE RATIO, (STD)

ADDITIONAL EQUIPMENT

Code	Description
85A	XL POWER EQUIPMENT GROUP, -inc: Power Glass Sideview Mirrors w/Black Skull Caps, manual-folding, Power Door Locks, flip key and integrated key transmitter keyless-entry (includes Autolock), Illuminated Entry, Power Front & Rear Windows, Perimeter Alarm, Power Tailgate Lock, MyKey Owner controls feature
53A	TRAILER TOW PACKAGE, -inc: Towing capability up to 11,100 lbs, Note: Ordering the Trailer Tow Package does not include Trailer Tow Mirrors, Trailer Tow Mirrors are a standalone option and must be ordered separately, (Option Code: 54M or 54Y/59S), Auxiliary Transmission Oil Cooler, Class IV Trailer Hitch Receiver, towing capability up to 5,000 lbs, smart trailer tow connector and 4-pin/7-pin wiring harness, Upgraded Front Stabilizer Bar
422	CALIFORNIA EMISSIONS SYSTEM, -inc: Required code for California Emissions States registration, Optional code for Cross Border State dealers (Arizona, District of Columbia, Idaho, New Hampshire, Nevada, Ohio, Virginia and West Virginia)
93N	DEALER ORDER FOR CALIFORNIA STATES REGISTRATION, -inc: Federal Emissions state dealers ordering a California Emissions system (422) are also required to use order code 93N to attest that the vehicle is to be registered in a California Emissions state, Note: It is a violation of federal law for a Federal Emissions state dealer to sell a vehicle w/a California Emissions system for registration in a Federal Emissions state, unless the vehicle also meets EPA standards (i.e, 50-state emissions)
53B	CLASS IV TRAILER HITCH RECEIVER, -inc: towing capability up to 5,000 lbs, smart trailer tow connector and 4-pin/7-pin wiring harness
96W	SPRAY-IN BEDLINER (PRE-INSTALLED), -inc: Custom Accessory
942	DAYTIME RUNNING LAMPS, -inc: Non-controllable
52B	SYNC VOICE RECOGNITION COMMUNICATIONS, -inc: Enhanced voice recognition communication and entertainment system, 911 assist, 4.2" LCD display in center stack, Applink, 1 smart charging USB port, VHR, SYNC services, Bluetooth and steering wheel audio controls, Compass display in instrument cluster, DELETES auxiliary audio input jack
47R	ALL-WEATHER RUBBER FLOOR MATS
168	COLOR-COORDINATED CARPET W/CARPET FLOOR MATS (FLT)
76C	REAR VIEW CAMERA W/DYNAMIC HITCH ASSIST
85H	BACKUP ALARM SYSTEM
91V	110V/400W OUTLET
___	XL POWER EQUIPMENT GROUP SAVINGS

OPTION PACKAGE

Code	Description
100A	EQUIPMENT GROUP 100A BASE

SHIP THRU CODES

Code	Description
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2016 Fleet/Non-Retail Ford F-150 4WD SuperCab 145" XL

WINDOW STICKER

2016 Ford F-150 4WD SuperCab 145" XL 3.5 L/213 Twin Turbo Regular Unleaded V-6 6 Speed Automatic w/OD		Interior: Exterior 1: OXFORD WHITE Exterior 2: No color has been selected.
CODE	MODEL	MSRP
X1E	2016 Ford F-150 4WD SuperCab 145" XL	\$34,025.00
	OPTIONS	
998	ENGINE: 3.5L V6 TI-VCT FFV, (STD)	\$0.00
446	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC, -inc: tow/haul mode (STD)	\$0.00
64C	WHEELS: 17" SILVER STEEL, (STD)	\$0.00
—	TIRES: P265/70R17 OWL A/T, (STD)	\$0.00
YZ	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
AG	MEDIUM EARTH GRAY, VINYL 40/20/40 FRONT SEAT	\$0.00
X26	3.73 AXLE RATIO, (STD)	\$0.00
85A	XL POWER EQUIPMENT GROUP, -inc: Power Glass Sideview Mirrors w/Black Skull Caps, manual-folding, Power Door Locks, flip key and integrated key transmitter keyless-entry (includes Autolock), Illuminated Entry, Power Front & Rear Windows, Perimeter Alarm, Power Tailgate Lock, MyKey Owner controls feature	\$1,170.00
53A	TRAILER TOW PACKAGE, -inc: Towing capability up to 11,100 lbs, Note: Ordering the Trailer Tow Package does not include Trailer Tow Mirrors, Trailer Tow Mirrors are a standalone option and must be ordered separately, (Option Code: 54M or 54Y/59S), Auxiliary Transmission Oil Cooler, Class IV Trailer Hitch Receiver, towing capability up to 5,000 lbs, smart trailer tow connector and 4-pin/7-pin wiring harness, Upgraded Front Stabilizer Bar	\$495.00
422	CALIFORNIA EMISSIONS SYSTEM, -inc: Required code for California Emissions States registration, Optional code for Cross Border State dealers (Arizona, District of Columbia, Idaho, New Hampshire, Nevada, Ohio, Virginia and West Virginia)	\$0.00
93N	DEALER ORDER FOR CALIFORNIA STATES REGISTRATION, -inc: Federal Emissions state dealers ordering a California Emissions system (422) are also required to use order code 93N to attest that the vehicle is to be registered in a California Emissions state, Note: It is a violation of federal law for a Federal Emissions state dealer to sell a vehicle w/a California Emissions system for registration in a Federal Emissions state, unless the vehicle also meets EPA standards (i.e, 50-state emissions)	\$0.00
53B	CLASS IV TRAILER HITCH RECEIVER, -inc: towing capability up to 5,000 lbs, smart trailer tow connector and 4-pin/7-pin wiring harness	INC
96W	SPRAY-IN BEDLINER (PRE-INSTALLED), -inc: Custom Accessory	\$495.00
942	DAYTIME RUNNING LAMPS, -inc: Non-controllable	\$45.00
52B	SYNC VOICE RECOGNITION COMMUNICATIONS, -inc: Enhanced voice recognition communication and entertainment system, 911 assist, 4.2" LCD display in center stack, Applink, 1 smart charging USB port, VHR, SYNC services, Bluetooth and steering wheel audio controls, Compass display in instrument cluster, DELETES auxiliary audio input jack	\$420.00
47R	ALL-WEATHER RUBBER FLOOR MATS	\$95.00
168	COLOR-COORDINATED CARPET W/CARPET FLOOR MATS (FLT)	\$145.00
76C	REAR VIEW CAMERA W/DYNAMIC HITCH ASSIST	\$250.00
85H	BACKUP ALARM SYSTEM	\$125.00
91V	110V/400W OUTLET	\$200.00
—	XL POWER EQUIPMENT GROUP SAVINGS	(\$500.00)
100A	EQUIPMENT GROUP 100A BASE	\$0.00

SUBTOTAL	\$36,965.00
Advert/ Adjustments	\$0.00
Manufacturer Destination Charge	\$1,195.00
TOTAL PRICE	\$38,160.00
Est City: 16 MPG	
Est Highway: 22 MPG	
Est Highway Cruising Range: 792.00 mi	

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

Standard Equipment**MECHANICAL**

Engine: 3.5L V6 Ti-VCT FFV
Transmission: Electronic 6-Speed Automatic -inc: tow/haul mode
3.73 Axle Ratio
GVWR: 6,300 lbs Payload Package
Electronic Transfer Case
Part-Time Four-Wheel Drive
70-Amp/Hr 610CCA Maintenance-Free Battery w/Run Down Protection
200 Amp Alternator
Towing w/Harness and Trailer Sway Control
1600# Maximum Payload
Gas-Pressurized Shock Absorbers
Front Anti-Roll Bar
Electric Power-Assist Speed-Sensing Steering
23 Gal. Fuel Tank
Single Stainless Steel Exhaust
Auto Locking Hubs
Double Wishbone 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, Hill Hold Control and Electric Parking Brake

EXTERIOR

Wheels: 17" Silver Steel
Tires: P265/70R17 OWL A/T
Regular Box Style
Steel Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint
Black Rear Step Bumper
Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Manual Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Black Grille
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 w/6 Speakers -inc: auxiliary audio input jack (not available w/SYNC)
--

Radio w/Aux Audio Input Jack
Fixed Antenna
1 LCD Monitor In The Front

INTERIOR

Cloth 40/20/40 Front Seat -inc: 2-way manual driver/passenger adjustment and armrest
4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
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, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp and Trip Odometer
Fixed Rear Windows
6 Person Seating Capacity
Front Cupholder
Rear Cupholder
Manual Air Conditioning
HVAC -inc: Underseat Ducts
Glove Box
Interior Trim -inc: Cabback Insulator and Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shift Knob
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
3 12V DC Power Outlets
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Pickup Cargo Box Lights
Instrument Panel Bin, Dashboard Storage, Driver / Passenger And Rear Door Bins
Manual 1st Row Windows
Outside Temp Gauge
Analog Display
Front Center Armrest
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Securilock Anti-Theft Ignition (pats) Engine Immobilizer

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
Airbag Occupancy Sensor
Safety Canopy System Curtain 1st And 2nd Row Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners



ELM FORD

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

WPCF #553 Replacement

8/2/14

City of Woodland

BID FOR 2016 FORD F150
WITH 101A REP PACKAGE

INCLUDING
THESE ADDITIONAL
ITEMS
WITH TWO ADDITIONAL KEYS
1 SERVICE MANUAL

REAR WINDOW PRIVACY
SPRAY ON BED LINER LINEX
BACK UP ALARM

TROY THESE TRUCK
IS IN STOCK

	#23,974.00
DOCK FEE	80.00
LIC FEE	N/A
TAX	1984.55
TIRE FEE	8.75
	26,037.30

Fix It
530 402-5976

DRB-003554 CA

9-NORMAL, NB, 103554, FK211

9459

220151028 0869

U	C	U	A	C	S
U	C	U	A	C	S
U	C	U	A	C	S
U	C	U	A	C	S

11FKM1C85

GFA31064 NB

FVJ3

Go Further
ford.com

VEHICLE DESCRIPTION

F-150

2016 F-150 4X2 REGULAR CAB
122" WHEELBASE
3.3L V6 TITANIUM ENGINE
ELEC 6-SPEED AUTO W/TOW MOD

GF A31064

EXTERIOR
INTERIOR
DARK GRAY CLOTH 40/20/40

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- DAYTIME RUNNING LIGHTS
- EASY FUEL CAPLESS FILLER
- FULLY BOXED STEEL FRAME
- HALOGEN HEADLAMPS
- LOCKING REMOVABLE TAILGATE
- PICKUP BOX TIE DOWN HOOKS
- REAR SOLAR TINTED GLASS
- SPARE TIRE & WHEEL LOCK

INTERIOR

- AC W/MANUAL CLIMATE CONTROL, SINGLE ZONE
- BLACK VINYL FLOOR COVERING
- DAY/NIGHT REARVIEW MIRROR
- TILT/TELESCOPE STR COLUMN

FUNCTIONAL

- 4-WHEEL DISC BRAKES W/ABS
- 12V AUXILIARY POWER POINT
- FADE-TO-OFF INTERIOR LIGHT
- FUEL-SAFE COOLING SYSTEM
- HILL START ASSIST
- INTERMITTENT SPEED WIPERS
- MANUAL FOLD MIRRORS
- OUTBOARD MNTD REAR SHOCKS
- PWR RACK AND PINION STEER
- TRAILER SWAY CONTROL

SAFETY/SECURITY

- ADVANCETRAC WITH RSC
- AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- AIRBAGS - SAFETY CANOPY SIDE CURTAIN
- CTR HIGH MOUNT STOP LAMP
- SOS POST CRASH ALERT SYS
- THE PRESSURE MONITOR SYS

WARRANTY

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE

EQUIPMENT GROUP 401A

- XL SERIES
- XL POWER EQUIPMENT GROUP
- SYNC
- CRUISE CONTROL
- 50X LINK

OPTIONAL EQUIPMENT/OTHER

- 17" SILVER STEEL WHEELS
- 246/70R 17 BSW ALL-SEASON
- 3.73 RATIO REGULAR AXLE
- 8070W GVWR PACKAGE
- FRONT LICENSE PLATE BRACKET
- CALIFORNIA EMISSIONS SYSTEM
- PRO TRAILER BACKUP ASSIST
- TRAILER TOW PACKAGE
- AM/FM SINGLE CD
- 23 GALLON FUEL TANK
- INTEGRATED TRAILER BRAKE CONT
- REAR VIEW CAMERA
- FLEX FUEL VEHICLE

(MSRP)

2,095.00

PRICE INFORMATION

BASE PRICE

TOTAL OPTIONS/OTHER

TOTAL VEHICLE & OPTIONS/OTHER

DESTINATION & DELIVERY

TOTAL BEFORE DISCOUNTS

XL MID DISCOUNT

TOTAL SAVINGS

(MSRP)

\$26,315.00

3,417.50

29,732.50

1,195.00

30,927.50

750.00

750.00

TOTAL MSRP

\$30,235.00

RAM ONE

RAM TWO

FINAL ASSEMBLY PLANT

DEARBORN

This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.

METHOD OF TRAILER

RAIL

ITEM #

72-6526 O/T 2

FK211 N RB X 636 000554 10 21 15

EPA Fuel Economy and Environment

E85 Flexible-Fuel Vehicle Gasoline-Ethanol (E85)

Fuel Economy
20 MPGcombined city/hwy
city highway
18 25 5.0

gallons per 100 miles

Standard Pickup Trucks range from 15 to 23 mpg. The best vehicle rates 119 mpg. Values are based on gasoline and do not reflect performance and ratings based on E85.

You spend
\$2,250

more in fuel costs over 5 years compared to the average new vehicle.

Annual fuel cost
\$2,250Fuel Economy & Greenhouse Gas Rating (EPA est.)
1 4 10 10 1 10 6This vehicle emits 426 grams CO₂ per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions. Learn more at fuelconomy.gov.Smog Rating (tail-pipe only)
Best 10 1 10 6 Best

fuelconomy.gov

Calculate personalized estimates and compare vehicles.

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score

★★★★★

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash

★★★★★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash

★★★★★

Based on the risk of injury in a side impact.

Rollover

★★★★★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236

1F1MF1C86GF A31064

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FORD CREDIT

Choose the vehicle you want. Whether you decide to lease or finance, you'll find the choices that are right for you. See your Ford Dealer for details or visit www.fordcredit.com.



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38 YEARS
FORD
F-SERIES
AMERICA'S BEST SELLING TRUCK

08/01/2016

2201510280869



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

8/1/2016

QuoteID: 7792

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 (2016 Ford F-150 (F1C) 2WD Reg Cab 122.5" XL,) and delivered to your specified location, each for

One Unit

Base Price	\$24,633.32
Tax (8.2500 %)	\$2,032.25
Tire fee	\$8.75
Total	\$26,674.32

- 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
998	ENGINE: 3.5L V6 TI-VCT FFV, (STD)

TRANSMISSION

Code	Description
446	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC, -inc: tow/haul mode (STD)

WHEELS

Code	Description
64C	WHEELS: 17" SILVER STEEL, (STD)

TIRES

Code	Description
—	TIRES: P245/70R17 BSW A/S, (STD)

PRIMARY PAINT

Code	Description
YZ	OXFORD WHITE

PAINT SCHEME

Code	Description
___	STANDARD PAINT

SEAT TYPE

Code	Description
CG	DARK EARTH GRAY, CLOTH 40/20/40 FRONT SEAT, -inc: 2-way manual driver/passenger adjustment and armrest

AXLE RATIO

Code	Description
X19	3.55 AXLE RATIO, (STD)

ADDITIONAL EQUIPMENT

Code	Description
85A	XL POWER EQUIPMENT GROUP, -inc: Power Glass Sideview Mirrors w/Black Skull Caps, manual-folding, Power Door Locks, flip key and integrated key transmitter keyless-entry (includes Autolock), Illuminated Entry, Power Front Windows, Perimeter Alarm, Power Tailgate Lock, MyKey Owner controls feature
53B	CLASS IV TRAILER HITCH RECEIVER, -inc: towing capability up to 5,000 lbs, smart trailer tow connector and 4-pin/7-pin wiring harness
924	REAR WINDOW FIXED PRIVACY GLASS
57Q	REAR WINDOW DEFROSTER
153	FRONT LICENSE PLATE BRACKET, -inc: Standard in states requiring 2 license plates, optional to all others
96W	SPRAY-IN BEDLINER (PRE-INSTALLED), -inc: Custom Accessory
942	DAYTIME RUNNING LAMPS, -inc: Non-controllable
52B	SYNC VOICE RECOGNITION COMMUNICATIONS, -inc: Enhanced voice recognition communication and entertainment system, 911 assist, 4.2" LCD display in center stack, Applink, 1 smart charging USB port, VHR, SYNC services, Bluetooth and steering wheel audio controls, Compass display in instrument cluster, DELETES auxiliary audio input jack
76C	REAR VIEW CAMERA W/DYNAMIC HITCH ASSIST
76R	REVERSE SENSING SYSTEM
85H	BACKUP ALARM SYSTEM

OPTION PACKAGE

Code	Description
100A	EQUIPMENT GROUP 100A BASE

SHIP THRU CODES

Code	Description
------	-------------

2016 Fleet/Non-Retail Ford F-150 2WD Reg Cab 122.5" XL

WINDOW STICKER

2016 Ford F-150 2WD Reg Cab 122.5" XL 3.5 L/213 Regular Unleaded V-6 6 Speed Automatic w/OD		Interior: Exterior 1: OXFORD WHITE Exterior 2: No color has been selected.
CODE	MODEL	MSRP
F1C	2016 Ford F-150 2WD Reg Cab 122.5" XL	\$26,540.00
OPTIONS		
998	ENGINE: 3.5L V6 TI-VCT FFV, (STD)	\$0.00
446	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC, -inc: tow/haul mode (STD)	\$0.00
64C	WHEELS: 17" SILVER STEEL, (STD)	\$0.00
—	TIRES: P245/70R17 BSW A/S, (STD)	\$0.00
YZ	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
CG	DARK EARTH GRAY, CLOTH 40/20/40 FRONT SEAT, -inc: 2-way manual driver/passenger adjustment and armrest	\$0.00
X19	3.55 AXLE RATIO, (STD)	\$0.00
85A	XL POWER EQUIPMENT GROUP, -inc: Power Glass Sideview Mirrors w/Black Skull Caps, manual-folding, Power Door Locks, flip key and integrated key transmitter keyless-entry (includes Autolock), Illuminated Entry, Power Front Windows, Perimeter Alarm, Power Tailgate Lock, MyKey Owner controls feature	\$970.00
53B	CLASS IV TRAILER HITCH RECEIVER, -inc: towing capability up to 5,000 lbs, smart trailer tow connector and 4-pin/7-pin wiring harness	\$95.00
924	REAR WINDOW FIXED PRIVACY GLASS	\$100.00
57Q	REAR WINDOW DEFROSTER	\$220.00
153	FRONT LICENSE PLATE BRACKET, -inc: Standard in states requiring 2 license plates, optional to all others	\$0.00
96W	SPRAY-IN BEDLINER (PRE-INSTALLED), -inc: Custom Accessory	\$495.00
942	DAYTIME RUNNING LAMPS, -inc: Non-controllable	\$45.00
52B	SYNC VOICE RECOGNITION COMMUNICATIONS, -inc: Enhanced voice recognition communication and entertainment system, 911 assist, 4.2" LCD display in center stack, Applink, 1 smart charging USB port, VHR, SYNC services, Bluetooth and steering wheel audio controls, Compass display in instrument cluster, DELETES auxiliary audio input jack	\$420.00
76C	REAR VIEW CAMERA W/DYNAMIC HITCH ASSIST	\$250.00
76R	REVERSE SENSING SYSTEM	\$275.00
85H	BACKUP ALARM SYSTEM	\$125.00
100A	EQUIPMENT GROUP 100A BASE	\$0.00
SUBTOTAL		\$29,535.00
Advert/ Adjustments		\$0.00
Manufacturer Destination Charge		\$1,195.00
TOTAL PRICE		\$30,730.00
Est City: 18 MPG Est Highway: 25 MPG Est Highway Cruising Range: 575.00 mi		

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

Standard Equipment**MECHANICAL**

Engine: 3.5L V6 Ti-VCT FFV
Transmission: Electronic 6-Speed Automatic -inc: tow/haul mode
3.55 Axle Ratio
GVWR: 6,010 lbs Payload Package
Rear-Wheel Drive
70-Amp/Hr 610CCA Maintenance-Free Battery w/Run Down Protection
200 Amp Alternator
Towing w/Harness and Trailer Sway Control
1920# Maximum Payload
Gas-Pressurized Shock Absorbers
Front Anti-Roll Bar
Electric Power-Assist Speed-Sensing Steering
23 Gal. Fuel Tank
Single Stainless Steel Exhaust
Double Wishbone 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, Hill Hold Control and Electric Parking Brake

EXTERIOR

Wheels: 17" Silver Steel
Tires: P245/70R17 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
Black Rear Step Bumper
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Manual Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Black Grille
Tailgate Rear Cargo Access
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 w/4 Speakers -inc: auxiliary audio input jack (not available w/SYNC)
Radio w/Aux Audio Input Jack
Fixed Antenna
1 LCD Monitor In The Front

INTERIOR

Cloth 40/20/40 Front Seat -inc: 2-way manual driver/passenger adjustment and armrest
4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp and Trip Odometer
3 Person Seating Capacity
Front Cupholder
Manual Air Conditioning
Glove Box
Interior Trim -inc: Cabback Insulator and Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shift Knob
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
2 12V DC Power Outlets
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Pickup Cargo Box Lights
Instrument Panel Bin, Dashboard Storage, Driver And Passenger Door Bins
Manual 1st Row Windows
Outside Temp Gauge
Analog Display
Manual Adjustable Front Head Restraints
Front Center Armrest
Securilock Anti-Theft Ignition (pats) Engine Immobilizer

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
Safety Canopy System Curtain 1st Row Airbags
Airbag Occupancy Sensor
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters and Pretensioners

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE INCREASE TO THE FISCAL YEAR 2016/2017 VEHICLE
REPLACEMENT BUDGET AND THE PURCHASE OF FOUR CITYTRUCKS**

WHEREAS, the City of Woodland wishes to increase the Fiscal Year 2016/2017 Vehicle Replacement Budget (Budget Code 012-084-7841-5545) by \$12,207.24 to accommodate for the upgrade of two replacement trucks;

WHEREAS, the City Council acknowledges that the upgrades will result in an annual combined increase of \$1,822.84 to the Utilities ongoing fixed rates per year beginning in Fiscal Year 2017/2018;

WHEREAS, the City of Woodland invited competitive bids for two (2) Ford F150 Super Cab Trucks for Utilities, one (1) Ford F150 4-Wheel Drive for the Community Development Department, and one (1) Ford F150 Regular Cab for the Water Pollution Control Facility;

WHEREAS, the City of Woodland received proposal for all three bid packages from Elm Ford of Woodland and the National Auto Fleet Group of Watsonville, CA.

WHEREAS, the City Council acknowledges that Elm Ford of Woodland is the lowest bidder on all three bid packages for a total amount of \$116,194.66;

WHEREAS, the City of Woodland wishes to award the purchase of all four trucks to Elm Ford of Woodland in the amount of \$116,194.66;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND: hereby the increase of \$12,207.24 to the FY 2016/2017 Vehicle Replacement Fund (012) for a total budget appropriation of \$1,882,051 and the purchase of two (2) Ford F150 Super Cab Trucks, one (1) Ford F150 4-Wheel Drive Truck, and one (1) Ford F150 Regular Cab Truck from Elm Ford of Woodland in the amount of \$116,194.66.

PASSED AND ADOPTED by the City Council on this 4th day of October 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jim Hilliard, Mayor

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

ATTEST:

Ana Gonzalez, City Clerk



Legislation Text

6.

File #: 16-750, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: Carry-Over of FY2015/16 Unencumbered Appropriations and FY2017 Budget Adjustments

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the carry-over of unencumbered appropriations from fiscal year 2015/16 to fiscal year 2016/17 totaling \$491,640 (2) authorizing the contribution of \$61,560 from the General Fund to the Capital Projects fund for the General Plan project work effort and (3) authorizing the addition of \$40,644 and \$185,156 to the Capital Projects and General City Development funds, respectively, for the General Plan project professional contract services, staff costs, support, and contingency.

Staff Contact

Evis Morales, Senior Management Analyst - (530) 661-5923, evis.morales@cityofwoodland.org

Fiscal Impact

Approval of the staff recommendations will authorize an amendment to the FY2016/17 budget in the amount of \$779,000. Funding for carry-over items was previously approved as part of the FY2015/16 budget for specific projects and program expenditures and available for re-appropriation in FY2016/17. Additional funding for the General Plan contract services and work effort was previously approved by City Council; staff's recommendation will properly appropriate budget to appropriate funds as intended and approved by City Council on September 6, 2016.

The following table summarizes the recommended appropriation, by fund source:

<u>Fund Description</u>	<u>Fund #</u>	<u>Amount</u>
General Fund	101	\$553,200
Capital Projects	501	\$40,644
General City Development	510	\$185,156

Also included in the attached Budget Resolution and Exhibit A is \$13,741,407 in additional appropriations that have already been approved with prior action by the City Council this fiscal year and are reflected within the current amended budget.

Background

In general, annual budget appropriations that are not expended or encumbered (set-aside to cover costs of existing contractual obligations) by year-end revert back to fund balance and are subsequently available for re-

appropriation in future budgets. However, each year, selected funding allocations in the annual budget in support of specific projects and/or priority needs may be requested for re-appropriation. Re-appropriation of unexpended and unencumbered funding is typically limited to funding needed to continue multi-year projects as well as funding in the budget for a specific purpose that was unable to be expended prior to year-end.

Moreover, carry-over requests submitted by each department have been reviewed by Finance and the City Manager, with recommendations to the City Council based on the following criteria:

1. The fund overall is in good health.
 - a. Availability of funds at the line-item and program level.
 - b. Availability of funds at the department and fund level.
2. Revenue by fund analysis completed to ensure that each department's revenue met or exceeded revenue projections. This was compared to program/department's overall estimated savings to ensure that savings do exist.
3. Citywide revenue by fund analysis was completed to ensure that each fund's revenue met or exceeded revenue projections. This was compared to overall estimated expenditure savings to ensure that savings do exist.
4. Consistency of carry-over request with intent of original appropriation.

The detailed carry-over requests that are being recommended for approval are attached to this staff report as Exhibit B.

On September 6, 2016 City Council discussed and approved an increase to the General Plan project budget due to increased costs in professional contract services, staff costs, support, and contingency. Because the project has various fund sources and the original staff report required fund specific language to augment the project budget, staff is requesting that the City council approve the correction by fund, as provided herein, that will allow Finance staff to amend the project budget as necessary and as intended on September 6, 2016. This action will increase appropriation to the Capital Project fund (501) and the General City Development fund (510) by \$225,800 in total consistent with the discussion and intent of what has already been approved by City Council. Also, the Capital Project fund (501) requires a General Fund contribution per the method and percentages in which the project was budgeted for, therefore and consistent with the addition of project budget, staff recommends a General Fund contribution to fund 501 in the amount of \$61,560

Conclusion

Staff recommends that the City Council approve Resolution No. _____, authorizing the carry-over of unencumbered appropriations from fiscal year 2015/16 to fiscal year 2016/17 totaling \$491,640 (2) authorizing the contribution of \$61,560 from the General Fund to the Capital Projects fund for the General Plan project work effort and (3) authorizing the addition of \$40,644 and \$185,156 to the Capital Projects and General City Development funds, respectively, for the General Plan project professional contract services, staff costs, support, and contingency.

Prepared by: Evis Morales, Senior Management Analyst

Reviewed by: Kimberly McKinney, Finance Officer



Paul Navazio, City Manager

Attachment: Budget Resolution
Exhibit A - Total Appropriations by Fund
Exhibit B - Detailed List of Carry-Over Recommendations

RESOLUTION NO: _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING AMENDMENTS TO THE FISCAL YEAR 2015-2016 ANNUAL BUDGET**

WHEREAS, a balanced annual budget for the City of Woodland was prepared for fiscal year 2016-2017 and adopted by the City Council on June 21, 2016; and

WHEREAS, the adopted budget also included the fiscal year 2016-2017 budgets for the Woodland Finance Authority and the Successor Agency to the former Woodland Redevelopment Agency; and

WHEREAS, the budget for Capital Improvement Plan for fiscal year 2016-2017 was also prepared; and

WHEREAS, an amended annual budget has been prepared for fiscal year 2016-2017; and

WHEREAS, all appropriations for the prior fiscal year shall lapse at the end of fiscal year 2015-2016 and any remaining amounts shall be credited against their respective fund balances, except for:

- a. Any unexpended but encumbered amounts for specific purchase orders outstanding at the end of the Fiscal Year, and
- b. Any appropriations for incomplete capital projects at the end of fiscal year 2015-2016; and

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

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

Section 1. The 2016-2017 Annual Amended Budget is hereby adjusted to include supplemental appropriations totaling \$14,520,407 shown in Exhibit A.

Section 2. Appropriations are hereby made at the individual fund level. The City Manager and Finance Officer are authorized to make budgetary transfers within an individual fund, so long as total appropriations for such fund remain unchanged. Interfund loans and/or transfers necessary to support fund level appropriations are hereby approved and authorized. Any changes to total fund level appropriations require further Council action.

Section 4. The City Manager and Finance Officer are hereby authorized to implement this resolution, including issuing the 2016-2017 Amended Budget, together with any non-substantive corrections to the preliminary budget adopted by this Council.

PASSED, APPROVED, AND ADOPTED THIS _____ DAY OF _____, 2016.

RESOLUTION NO: _____

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: _____

Jim Hilliard, Mayor

Attest:

_____,
City Clerk, Ana B. Gonzalez

EXHIBIT A

CITY OF WOODLAND FISCAL YEAR 2016/17 TOTAL APPROPRIATIONS BY FUND			
Fund	Title	Adopted FY 2016/17	Amended FY2016/17
010	EQUIP SERVICES	2,961,766	2,961,766
011	FACILITIES REPLACEMENT	390,000	391,815
012	EQUIPMENT REPLACEMENT	1,461,128	1,869,844
013	BENEFITS FUND	8,636,614	8,636,614
015	INFORMATION SYSTEMS FUND	2,014,357	2,123,361
091	SELF INSURANCE	1,640,789	1,654,220
101	GENERAL FUND	47,349,160	48,200,060
210	WATER ENTERPRISE FUND	27,352,077	30,507,137
220	SEWER ENTERPRISE FUND	18,196,722	18,414,492
221	STRM DR ENTERPRISE FUND	1,357,253	1,359,353
222	WASTEWATER PRE-TREATMENT	517,240	517,240
240	CEMETERY	434,831	434,831
250	RECYCLING	255,759	255,759
252	CONST/DEMO DEBRIS RECYCLE	38,512	38,512
253	RECREATION ENTERPRISE	362,422	376,813
280	TRANSIT SYSTEM	1,573,742	1,573,742
301	LITERACY GRANT	70,375	70,375
320	COMMUNITY DEV. BLOCK GRNT	659,187	988,196
321	OFF-SITE AFFORD HOUSING	0	6,668
322	SUPPORT HOUSING PROGR	201,188	248,507
323	HOME GRANT	469,468	473,868
324	HOUSING ASSISTANCE GRANTS	73,412	73,412
325	WORFORCE HOUSING GRANT	0	172,677
326	HOUSING ASSISTANCE	21,100	23,800
340	POLICE GRANTS	393,418	393,418
351	TRANSPORTATION GRANT	11,100,000	11,100,000
352	SLESF	126,084	126,084
353	PROPISTION 172	563,297	563,297
354	TRANS DVLP (SB325)	1,651,993	1,653,296
355	GAS TAX-2106 (SELECT)	1,362,522	1,369,158
357	ASSET FORFEITURE FUND	25,000	25,000
358	HOUSING MONITORING FUND	87	87
359	FIRE SUPPRESSION DISTRICT	3,500	3,678
365	ENVIRONMENTAL COMPLIANCE	190,782	1,127,800
381	GIBSON RANCH L&L	832,920	863,509
383	N PARK L&L DISTRICT	32,306	32,363
384	SP ASSESS STRENG PD LAND	33,897	33,986
386	USED OIL RECYCLING GRANT	16,000	16,000
387	WOODLAND WEST L&L	24,404	24,644
389	SPRINGLAKE L&L	1,073,395	1,109,982
391	SPORTS PARK O&M CFD	402,765	402,765
392	GATEWAY L&L	146,539	147,982
501	CAPITAL PROJECTS	54,416	115,976
506	MEASURE E	4,922,762	4,947,762
508	CAPITAL PROJECT MGMT	0	7,817
510	GENERAL CITY DEVELOPMENT	6,779	287,219
522	RECOGNIZED OBLIGATION RETIREMENT	1,002,279	1,002,279
540	PARK & RECREATION DVLP	1,859,321	1,859,321
550	POLICE DEVELOPMENT FUND	70,364	70,364

EXHIBIT A

560	FIRE DEVELOPMENT	181,121	181,121
570	LIBRARY DEVELOPMENT FUND	87,587	87,587
580	SURFACE WATER DEVELOPMENT	20,000	20,000
581	STORM DRAIN DEVELOPMENT	203,981	203,981
582	ROAD DEVELOPMENT	642,351	642,351
583	TREE RESERVE	0	2,400
584	WATER DEVELOPMENT FUND	269,799	269,799
585	SEWER DEVELOPMENT FUND	67,441	67,441
593	GIBSON RANCH INFRA-STRUC	990	990
594	SPRING LAKE CAPITAL	138,853	8,934,853
601	SPRINGLAKE ADMINISTRATION	125,159	125,810
640	SLIF PARKS & RECREATION	3,446,627	3,446,627
682	SLIF STREET IMPROVEMENT	547,000	547,000
830	SOUTHEAST AREA DEBT SERV	1,674,120	1,674,120
850	EAST MAIN ASSESS DIST 90	1,245,779	0
870	CFD#2 SPRINGLAKE DEBT SRV	2,615,424	2,855,424
882	2012 LEASE REFUNDING	1,058,504	1,058,504
883	2014 REFUNDING LEASE REV BONDS	1,541,089	1,541,089
917	LIBRARY TRUST FUND	36,794	39,012
Totals		\$155,834,551	\$170,354,958

EXHIBIT B

2015/16 BUDGET CARRYOVERS TO 2016/17
UNENCUMBERED DEPARTMENT REQUESTS

Dept	Fund Title	Carryover Item/Description	Rationale	Carry-Over Amount
Admin Services	General Fund	Citywide Training	These are the remaining funds from one-time money to be used to build a citywide training program.	\$ 45,838
Admin Services	General Fund	City Hall Improvements	These are the remaining funds from one-time money to make improvements to the Council Chambers and City Hall.	\$ 25,111
Admin Services	General Fund	Y-Grip	These funds will be used to continue development of this program.	\$ 19,593
Admin Services	General Fund	OPEB Study	Funds needed to carry-out update to the City's OPEB study.	\$ 20,000
Admin Services	General Fund	Utility Assistance Program	Remaining balance from FY2016 Measure J Funds.	\$ 6,753
Comm Development	General Fund	Economic Development	These are the remaining funds from one-time money. Staff is working with the Economic Development Subcommittee on the work plan/budget to utilize this funding.	\$ 81,394
Comm Development	Water Enterprise	Water Rate Study	The City has recently entered into contract with HDR to complete an updated Water Rate Study for increases beginning in 2017. The contract is for \$30,000. This carry-over was assumed in the FY2017 budget which contains the remaining funding for the study.	\$ 16,185
Comm Development	General Fund	Vistor's Attraction District	Through FY2016, \$164,576 has been collected (.75% City share) and \$56,685 has been spent. Staff is requesting that the balance of \$108,434 be added to the City's Economic Development budget in FY2017 to produce & enhance promotional materials and utilize social media to share information about the City of Woodland and its attractions.	\$ 108,834
Comm Services	General Fund	Homeless Outreach	Council Approved the program and expenditures on April 19, 2016. Services are currently being provided by 4th and Hope and the request represents the balance of the FY2016 commitment.	\$ 23,740
Public Safety (Fire)	General Fund	Training Overtime	There are 6 new firefighters hired this calendar year who need trench and rescue training plus another 8 firefighters who did not complete or were on vacation last year during the training.	\$ 24,000
Pub Works	General Fund	Downtown	Downtown Improvements	\$ 120,192
			TOTAL REQUEST	\$ 491,640

Legislation Text

7.

File #: 16-754, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: Selection of non-profit organizations to receive donations made available through
2016 Mayors' Climate Protection Awards

Recommendation for Action: Staff recommends that the City Council select the Woodland Tree Foundation and Mutual Housing California to each receive a \$2,500 donation from funds made available to the City through the 2016 Mayors' Climate Protection Awards.

Staff Contact

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

Fiscal Impact

The City of Woodland has been awarded \$5,000 as part of the 2016 Mayors' Climate Protection Awards program of the U.S. Conference of Mayors. The program requires that the City identify one or more community non-profit organizations as beneficiaries of the \$5,000 award, who would receive funds directly from the Walmart Foundation which is program sponsor.

Background

The U.S. Conference of Mayors honored the City of Woodland and seven other cities during the *2016 Mayors' Climate Protection Awards* this June. Celebrating its 10th anniversary, this year's mayors' awards program recognizes mayors for their energy and climate protection efforts, selected by an independent panel of judges from a pool of mayoral applicants. Woodland received an honorable mention for the *2,400 Trees Campaign*. The City's application for the Climate Protection Awards was prepared and submitted by Councilmember Tom Stallard. The honorable mention recognition also includes a \$5,000 cash award available for the City to donate to local non-profits.

The City of Woodland's 2020 Climate Action Plan (CAP) includes a goal of increasing the city's tree canopy 50 percent above the 2010 canopy coverage. Measures in the plan include planting 8,500 trees over seven years. The *2,400 Trees Campaign*, a community-wide effort including community Arbor Day plantings, various city improvements, planting requirements for new development, resident plantings using city rebates, and a Neighborhood Shade Tree Program led by the city's partner, the Woodland Tree Foundation (WTF).

The award from the US Conference of Mayors also recognized the City's support for the Mutual Housing California multifamily project, the first truly net-zero multifamily housing development in the U.S. Constructed in 2015, Mutual's project provides 61 units of permanent housing for agricultural workers and is the first rental housing development to receive Zero Energy Ready Home certification from the U.S.

Department of Energy.

Discussion

The WTF will use the donated funds to plant shade trees in Woodland, and Mutual will fund the installation of an animal sculpture made from recycled metal parts in an outdoor common area of its Spring Lake development. The Walmart Foundation is currently in the process of reviewing the City's request for donations to be allocated pursuant to the recommendation in this staff report.

Conclusion

Staff recommends that the City Council designate the Woodland Tree Foundation and Mutual Housing California to each receive a \$2,500 donation from funds made available to the City through the 2016 Mayors' Climate Protection Awards.

Prepared by: Dan Sokolow
Senior Planner

Reviewed by: Christine Engel
CSD Director



Paul Navazio
City Manager

Legislation Text

8.

File #: 16-757, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: Response to Yolo County Grand Jury Report on the Yolo Habitat Conservancy

Recommendation for Action: Staff recommends the City Council review and authorize the attached response to the Yolo County Grand Jury report on the Yolo Habitat Conservancy.

Fiscal Impact

None.

Background

The Yolo Habitat Conservancy (YHC), formerly the Yolo County HCP/NCCP Joint Powers Agency, directs the preparation of the Yolo Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP) and the Yolo Local Conservation Plan (LCP). These Plans were formerly known as the Yolo Natural Heritage Program.

The 2015-16 Yolo County Grand Jury conducted an investigation of the YHC based on reports of the agency failing to follow proper financial procedures and unauthorized spending. On June 21, 2016, city staff received the Grand Jury report on the Yolo Habitat Conservancy. (Attachment 2). According to Penal Code Section 933 and 933.05, the City Council is required to respond in writing and in electronic form to certain findings and recommendations of the Grand Jury report within 90 days.

Analysis

Staff has reviewed the Grand Jury report, and the findings and recommendations for which responses are required by the City Council. The report makes the following findings and recommendations.

FINDINGS

- F1. The Grand Jury found the YHC to be cooperative in providing information as requested.
- F2. Since its inception, the YHC has yet to produce an approved HCP/NCCP plan
- F3. The YHC performance over the last 20 years does not justify the time and money spent.

RECOMMENDATIONS

- R1. By April 30, 2017 the YHC shall submit the HCP/NCCP final plan for approval.
- R2. By September 1, 2016, the YHC shall obtain annual performance audits to measure progress.

The Grand Jury specifically requested the City of Woodland City Council respond to Findings F2 and F3 and Recommendations R1 and R2. Staff has prepared a draft response for City Council review and approval. (Attachment 1). A final version of the response will need to be authorized by the City Council and submitted to the Presiding Judge and Grand Jury foreperson.

Conclusion

Staff recommends the City Council review and authorize the attached response to the Yolo County Grand Jury report on the Yolo Habitat Conservancy.

Prepared by: Ken Hiatt, Assistant City Manager / Community Development Director

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

Paul Navazio, City Manager

Attachment

1. Draft City Council Response
2. Yolo County Grand Jury Report on the Yolo Habitat Conservancy

October 4, 2016

Honorable Paul Richardson
PO Box 2142
Woodland, CA 95776

Re: Woodland City Council Response to Grand Jury Report – Yolo Habitat Conservancy: A Never Ending Story

Dear Judge Richardson,

The City Council has received and reviewed the Grand Jury's report on the Yolo Habitat Conservancy dated June 23, 2016. As requested, the City Council has completed the response form provided by the Grand Jury (see attached), and provides additional support for such responses below.

Grand Jury Findings

F2. Since its inception, the YHC has yet to produce an approved HCP/NCCP plan.

It is true that the YHC has yet to complete the HCP/NCCP plan. However, the City Council finds partial disagreement with this finding as it falls short of recognizing the significant progress that has been made since the restructuring in 2012 and acknowledgement of the Draft Plan that has been prepared and circulated for comment.

F3. The YHC performance over the last 20 years does not justify the time and money spent.

The City Council disagrees in part with this finding. The time and money invested in the plan is significant. Since restructuring of the Habitat JPA 4 years ago however, the performance and accountability of the YHC has been measurable as evidenced by the continued achievement of plan milestones and the current draft HCP/NCCP that is scheduled for adoption in 2017 upon completion of the environmental impact analysis. The YHC's ability to navigating the complex set of stakeholder issues including federal and state agency reviews, local agency fiscal realities, and diverse community interests has been nothing short of heroic.

Grand Jury Recommendations

R1. By April 30, 2017 the YHC shall submit the HCP/NCCP final plan for approval.

The City Council along with the other member agencies have taken action to implement Recommendation R1. On July 15, 2016 the Woodland City Council took steps necessary to complete and execute the USFWS HCP Permit Application for submission by August 1, 2016, as required by the USFWS for each member agency participating in the plan.

R2. By September 1, 2016, the YHC shall obtain annual performance audits to measure progress.

The City Council agrees that progress towards completion of the HCP/NCCP, as well as implementation of the plan upon adoption, shall be measured. Further analysis is required to determine the appropriate timing and metrics within the YHC's control. The City of Woodland will continue to actively partner with the other member agencies to appropriately track the YHC's performance.

Sincerely,

Jim Hilliard
Mayor

Enclosure

cc: Yolo County Grand Jury Foreperson (via email copy)

AGENCY'S RESPONSE PROCEDURE

RESPONSE TO GRAND JURY REPORT

The governance of responses to the Grand Jury Final Report is contained in Penal Code §933 and §933.05. Responses must be submitted within 60 or 90 days. Elected officials must respond within sixty (60) days, governing bodies (for example, the Board of Supervisors) must respond within ninety (90) days. Please submit all responses in writing and digital format to the Presiding Judge and the Grand Jury Foreperson.

Report Title: Yolo Habitat Conservancy: A Never Ending Story

Report Date: June 23, 2016

Response by: City Council, City of Woodland Title: MAYOR

FINDINGS

☐ I (we) agree with the findings numbered:

☒ I (we) disagree wholly or partially with the findings numbered:

F2, F3

RECOMMENDATIONS

☒ Recommendations numbered: R1
have been implemented (attach a summary describing the implemented actions).

☒ Recommendations numbered: R2
require further analysis (attach an explanation of the analysis or study, and the time frame for the matter to be prepared by the officer or director of the agency or department being investigated or reviewed; including the governing body where applicable. The time frame shall not exceed six (6) months from the date of the Grand Jury Report).

☐ Recommendations numbered: _____
will not be implemented because they are not warranted and/or are not reasonable (attach an explanation).

Date: _____ Signed: _____

Total number of pages attached _____

RESPONSE REQUIRED

RECEIVED

JUN 21 2016

June 21, 2016

City Manager's Office

City Council
City of Woodland
City Hall
300 First Street
City Manager's Office
Woodland, CA 95695

RE: Grand Jury Report – Yolo Habitat Conservancy: A Never Ending Story

The 2015-2016 Yolo County Grand Jury herewith provides the referenced report for review and comments by the Yolo County Board of Supervisors. The findings in this document report the conclusions reached by the Grand Jury. Although all the findings are based upon evidence, they are the product of the Grand Jury's independent judgment; some findings are the opinion of the Grand Jury rather than indisputable statements of fact.

In accordance with Penal Code Section 933.05(f), a copy of this report is being provided to affected agencies two working days prior to its public release of June 23, 2016 and after being approved by the Advising Judge of the Superior Court. Please note that Section 933.05(f) specifies that no officer, agency, department or governing body of a public agency shall disclose any contents of the report prior to its public release. This report will be filed with the County Clerk and released to the public on June 23, 2016.

According to Penal code Section 933 and 933.05, you are required to respond in writing and in electronic form to the findings and recommendations of the Grand Jury report. By law, a governing body of a public agency must submit a response to the Yolo County Superior Court within 90 days. The written responses should be mailed to Honorable Paul Richardson. The Grand Jury address is PO Box 2142, Woodland CA 95776. The electronic version can be e-mailed as an attachment to the Grand Jury (grand-jury@sbcglobal.net).

Sincerely,



Carl Kailikole
Foreperson

Enclosures:

Grand Jury Report section
Response procedure form
California Penal Code §933 and §933.05

AGENCY'S RESPONSE PROCEDURE

RESPONSE TO GRAND JURY REPORT

The governance of responses to the Grand Jury Final Report is contained in Penal Code §933 and §933.05. Responses must be submitted within 60 or 90 days. Elected officials must respond within sixty (60) days, governing bodies (for example, the Board of Supervisors) must respond within ninety (90) days. Please submit all responses in writing and digital format to the Presiding Judge and the Grand Jury Foreperson.

Report Title: Yolo Habitat Conservancy: A Never Ending Story

Report Date: June 23, 2016

Response by: City Council, City of Woodland Title:

FINDINGS

☐ I (we) agree with the findings numbered:

☐ I (we) disagree wholly or partially with the findings numbered:

RECOMMENDATIONS

☐ Recommendations numbered: _____
have been implemented (attach a summary describing the implemented actions).

☐ Recommendations numbered: _____
require further analysis (attach an explanation of the analysis or study, and the time frame for the matter to be prepared by the officer or director of the agency or department being investigated or reviewed; including the governing body where applicable. The time frame shall not exceed six (6) months from the date of the Grand Jury Report).

☐ Recommendations numbered: _____
will not be implemented because they are not warranted and/or are not reasonable (attach an explanation).

Date: _____ Signed: _____

Total number of pages attached _____

PENAL CODE SECTION 933

CALIFORNIA PENAL CODE, Title 4

§933. (a) Each grand jury shall submit to the presiding judge of the superior court a final report of its findings and recommendations that pertain to county government matters during the fiscal or calendar year. Final reports on any appropriate subject may be submitted to the presiding judge of the superior court at any time during the term of service of a grand jury. A final report may be submitted for comment to responsible officers, agencies, or departments, including the county board of supervisors, when applicable, upon finding of the presiding judge that the report is in compliance with this title. For 45 days after the end of the term, the foreperson and his or her designees shall, upon reasonable notice, be available to clarify the recommendations of the report. (b) One copy of each final report, together with the responses thereto, found to be in compliance with this title shall be placed on file with the clerk of the court and remain on file in the office of the clerk. The clerk shall immediately forward a true copy of the report and the responses to the State Archivist who shall retain that report and all responses in perpetuity. (c) No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to Section 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the superior court who impaneled the grand jury. A copy of all responses to grand jury reports shall be placed on file with the clerk of the public agency and the office of the county clerk, or the mayor when applicable, and shall remain on file in those offices. One copy shall be placed on file with the applicable grand jury final report by, and in the control of the currently impaneled grand jury, where it shall be maintained for a minimum of five years. (d) As used in this section "agency" includes a department.

§933.05. (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following: (1) The respondent agrees with the finding. (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor. (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions: (1) The recommendation has been implemented, with a summary regarding the implemented action. (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation. (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report. (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor. (c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decisionmaking authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department. (d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release. (e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental. (f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

YOLO HABITAT CONSERVANCY: A NEVER ENDING STORY

SUMMARY

The 2015-16 Yolo County Grand Jury (YCGJ) conducted an investigation of the Yolo Habitat Conservancy (YHC) which is a Joint Powers Authority (JPA) consisting of voting members from the County of Yolo and the cities of Davis, West Sacramento, Winters, and Woodland. The University of California, Davis, occupies a non-voting YHC board position.

Efforts to form a Habitat Conservancy Plan and the Natural Community Conservation Plan (HCP/NCCP or *the plan*) began approximately 25 years ago, with the now defunct Yolo Natural Heritage Program. In 2002 the YHC was formed to replace the Yolo Natural Heritage Program. The JPA was restructured in 2012. Prior to 2012, estimated expenditures incurred toward development of a conservation plan well in excess of \$6.5 million. To date, several draft plans have been prepared, but no plan has been finalized or adopted.

A 2010-2011 fiscal year audit found \$1.8 million in unauthorized and misappropriated spending. During further investigation, it was also determined the agency, with little to no oversight, had been mismanaged, leading to the restructuring of the JPA to its current form. In 2012, the JPA adopted policies and procedures in an effort to operate with more transparency. Safeguards were put in place to protect against misappropriation of funds. The Grand Jury determined that many 2012 policies and procedures are being followed; however there are still areas of concern such as submission of invoices by vendors in a timely manner. No competitive bidding was performed by the JPA before hiring the current consulting firm which manages the YHC. Oversight by the YHC Board could be greatly improved with implantation of a performance audit.

GLOSSARY

Joint Powers Authority (JPA) also known as a Joint Powers Agency – A joint powers authority/agency is formed by a contract between two or more public agencies to exercise, jointly, all power(s) common to each of them, for the purpose of accomplishing specific goals they may have in common. The California Government Code (GC) sections 6500-6536 provide the authority for public agencies to enter into Joint Powers Authority.

Consultant – A person, a firm, or an agency that provides professional or expert advice for a fee.

Mitigation Trust Account – Funds identified to satisfy a mitigation requirement. These funds derive from developer fees to offset the effects of development on Swainson's Hawks in Yolo County.

Mitigation funds – A method of satisfying a mitigation requirement is the payment of a fee or other monetary assessment from developers and other permittees to reduce or offset impacts to protected resources in order to receive the benefit of the permit for which they applied.

Mitigation funds are designed to counteract a specific loss caused by a particular project.

BACKGROUND

California Penal Code Section 925 authorizes the Grand Jury to investigate and report upon the operations, accounts, and departments of Yolo County. Penal Code Section 925a states the grand jury may at any time examine the books and records of any incorporated city or joint powers agency located in the county. Pursuant to those statutes and following up on recent media reports,¹ the YCGJ investigated Yolo Habitat Conservancy.

METHODOLOGY

YCGJ followed three primary methods for this investigation: initial research, interviews, and detailed research. The investigation included interviews of county staff and elected officials.

The grand jury requested YHC information for review and analysis.

The grand jury reviewed the 2012-2013 Yolo County Grand Jury Final Report, specifically, *Yolo County Finance: Tracking Changes* and *Yolo County Probation Department: A Troubling Contract, Questionable Ethics*. The Grand Jury also reviewed Yolo Habitat Conservancy Policies.

The grand jury visited the websites of the following agencies:

- The County of Yolo (<http://www.yolocounty.org/>)
- Yolo Habitat Conservancy (<http://www.yolohabitatconservancy.org/>)
- California Department of Fish and Wildlife (<https://www.wildlife.ca.gov/>)
- Friends of the Swainson's Hawk (<http://www.swainsonshawk.org/>)

DISCUSSION

In 1992, a JPA was formed to develop a HCP/NCCP to accommodate continuing development within Yolo County while protecting habitats of designated species. Yolo Habitat Conservancy describes the organization as follows:

The members of Yolo Habitat Conservancy (YHC) are the County of Yolo and the cities of Davis, West Sacramento, Winters, and Woodland. These local agencies formed a Joint Powers Agency (JPA) in August 2002 to begin drafting the HCP/NCCP. Through the Yolo HCP/NCCP, the YHC and its member agencies will obtain long-term permits under the federal Endangered Species Act (FESA) and California Natural Community Conservation Planning Act (NCCPA) that cover an array of public and private economic activities in Yolo County. To ensure compliance under these regulations, the YHC is collaborating with the U.S. Fish and Wildlife Service (USFWS) and the California Department of Fish and Wildlife (CDFW) to develop biological goals and conservation measures that provide for the conservation of species covered by the plan and the natural communities on which they depend. The YHC is also responsible for an interim Swainson's hawk mitigation program.

Absent a regional HCP, local governments, private entities, or individuals, evaluate projects and activities with a variety of federal and state regulators to mitigate for potential impacts on

selected species. This is a lengthy process that can cost all parties considerable time and money. This approach also does less to protect wildlife because mitigation measures result in land being set aside haphazardly. This haphazard process is less ecologically viable and more difficult to manage. The YHC's goal continues to be the development of a "one stop" type of permitting system for developers and builders in Yolo County.

The YHC receives funding from several sources including California Wildlife Conservation Board grants, Federal Cooperative Endangered Species Conservation (Section 6) grants, and development fees. A portion of these funds is set aside to purchase land and easements within Yolo County. After many difficulties, the YHC produced a first draft of the plan in 2013, which covered 32 species and required an investment of almost \$500 million. This proposal was rejected due to its overreaching nature.

In 2012, it was discovered by the YHC Board that the YHC had not followed proper financial and accounting procedures, had not reported annual required audits, improperly borrowed funds, and was operating at a loss. A 2010-2011 audit found:

- The YHC needed \$670,101 in additional revenue to cover expenses through 2012. Faulty accounting showed the YHC to be in good shape, but \$303,310 for unpaid invoices helped put the YHC into a deficit.
- The \$2 million limit on expenditures from the Mitigation Trust Account endorsed by the California Department of Fish and Game for plan development was exceeded by approximately \$1.53 million. While the YHC Board approved the \$1.53 million, the board was unaware it exceeded the \$2 million limit on expenditures from the Mitigation Trust Account, which was spent without the knowledge or approval of the YHC Board.
- Grants were not adequately managed. This resulted in the YHC being ineligible for some grants, and in one instance, having to return \$236,366 of grant money.
- Standard accounting practices were not followed.

As a result, the YHC underwent a restructuring. Strict guidelines for procuring grants and spending grant money, submitting and paying consultant fees, and management of the YHC finances were established, leading to greater accountability and transparency. The post 2012 YHC was able to utilize some of the previous research, but had to contract with a number of consultants to be able to submit for approval a "one stop" type final plan.

While the current YHC initialized several transparency and accountability measures, the Grand Jury identified several areas of continued concern. The YHC estimates a cost in excess of \$10 million to complete the project to draft. Documents received from several sources support estimates of prior expenditures in excess of \$6.5million, which had been spent before the 2012 reorganization. While some of the prior studies and reports could be used, the post 2012 YHC found it necessary to continue to gather information and contracted with several engineering firms and consultants. Additionally, the Grand Jury found that since its inception in the early 1990s, the HCP/NCCP which later became the YHC has only produced two draft proposals, with an anticipated third draft due in late 2016.

The Grand Jury learned that a decision maker of the YHC is the owner of one of the consulting firms used by the YHC. Even though the YHC Board is aware of this arrangement, the Grand

Jury feels that the YHC Board should take steps to avoid any appearance of impropriety regarding the approval of YHC consultants' invoices.

Currently vendors are asked to submit invoices to the YHC for payment by the 7th of the following month. These invoices are reviewed by the executive director, signed off, and forwarded to Yolo County for payment. Procedures and policies put in place in 2012 to monitor payment activity included prompt submission of invoices by the contractors. During interviews the Grand Jury found that the YHC has had difficulty getting some contractors to adhere to the invoice submission date. Invoices are frequently submitted in an untimely manner, leaving monthly projected budgets in limbo.

The current executive director was contracted to provide services on a part time basis after resigning from a full time job with the county. Both the executive director and a member of the Yolo County Board of Supervisors indicate that there is a need to hire a full time, permanent executive director; however, they disagree when a new executive director will take over. The executive director feels the YHC will not transition to new management until a plan is approved and in place.

The Grand Jury found the YHC's responses to be open and forthcoming in providing agency and financial information. However, there are no clear special audit procedures in place to ensure the YHC follows its own performance objectives and operating guidelines. A special audit is an assessment based on a report by an auditor that requests further analysis of a business practice.

FINDINGS

- F1. The Grand Jury found the YHC to be cooperative in providing information as requested.
- F2. Since its inception, the YHC has yet to produce an approved HCP/NCCP plan.
- F3. The YHC performance over the last 20 years does not justify the time and money spent.

RECOMMENDATIONS

- R1. By April 30, 2017 the YHC shall submit the HCP/NCCP final plan for approval.
- R2. By September 1, 2016, the YHC shall obtain annual performance audits to measure progress.

REQUIRED RESPONSES

Pursuant to Penal Code section 933.05, the grand jury requests responses as follows:

- Yolo County Board of Supervisors – F2, F3; R1 and R2
- City Council, City of Davis – F2, F3; R1 and R2
- City Council, City of West Sacramento – F2, F3; R1 and R2
- City Council, City of Winters – F2, F3; R1 and R2
- City Council, City of Woodland – F2, F3; R1 and R2

INVITED RESPONSES

- YHC Executive Director – F2 and F3; R1 and R2

- YHC Board of Directors – F2 and F3; R1 and R2
- Yolo County Chief Financial Officer – R2

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

DISCLAIMER

This report is issued by the 2015-16 Yolo County Grand Jury with the exception of one juror, who was recused. This grand juror did not participate in any part of the investigation, which includes interviews, deliberations, and the making and acceptance of this report.

¹ *Sacramento Bee* Article, “The Public Eye: Audit faults agency for misuse of Swainson’s Hawk funds”, by Edward Ortiz, dated July 21, 2013

Legislation Text

9.

File #: 16-762, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 4, 2016

SUBJECT: First Reading of an Ordinance Amending Municipal Code Sections 2-2-1 and 2-2-3 - 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 approve the first reading of an ordinance amending City Municipal Code Sections 2-2-1 and 2-2-3 related to rotation of Mayor and Mayor Pro Tempore.

Staff Contact

Paul Navazio, City Manager - (530) 661-5802, paul.navazio@cityofwoodland.org

Fiscal Impact

No fiscal impact associated with this staff recommendation.

Background

At the City Council meeting of July 19, 2016 took action to appoint a Council member Barajas to fill the position of Mayor Pro Tempore vacated by the resignation of Council member Dr. Bill Marble.

At the same time, the City Council discussed the term (duration) for individuals who hold the office of mayor and mayor pro tempore, given that the Municipal Code had recently been amended (March 2015), in conjunction with the transition to Council District elections, such that the office of mayor and mayor pro tempore would be held for two-years through the 2018 municipal election, and then transition to one-year rotating terms starting after the 2018 election.

The City Council directed staff to prepare an ordinance to amend the municipal code to provide that the office of mayor and mayor pro tempore would commence rotating one-year terms starting following the November 2016 election.

Discussion

The City Council amended relevant sections of the Municipal Code on March 3, 2015 to address the transition

from the at large to district elections. The intent behind these revisions 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.

With the resignation of Dr. Marble from the City Council and subsequent appointment of Council member Barajas to serve as Mayor Pro Tempore, the City Council directed that the one-year rotation of the Mayor and Mayor Pro Tempore commence following the November 2016 election instead of after the 2018 election.

Staff has prepared the attached Ordinance amending the Municipal Code to effect this change. It is presented for Council consideration and action tonight so that it may become effective prior to the upcoming Council transition of officers to follow the seating of the City Council pursuant to the results of the upcoming municipal election.

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~~ 2017, 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, t~~ 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.

Section 2-2-3 reads in full:

2-2-3. Mayor pro tempore.

- (a) At the same meeting at which the mayor is selected in accordance with Section 2-2-1 (a), 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 be selected from among the council members on a rotating basis in accordance with their district numbers. 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.~~

Conclusion

Staff recommends that the City Council approve the first reading of an ordinance amending City Municipal Code Sections 2-2-1 and 2-2-3 related to rotation of Mayor and Mayor Pro Tempore, to provide that these offices will serve one-year rotating terms commencing following the November 2016 election.

Prepared by: Paul Navazio, City Manager

A handwritten signature in black ink, appearing to read "Paul Navazio", is written in a cursive style.

Paul Navazio, City Manager

Attachment:
Ordinance No. _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WOODLAND AMENDING SECTIONS 2-2-1 AND 2-2-3 OF THE WOODLAND MUNICIPAL CODE RELATED TO MAYOR AND MAYOR PRO TEMPORE SELECTION AND ROTATION PROCESS

WHEREAS, the City Council of the City of Woodland has reviewed its Municipal Code concerning the rotation process for selecting the mayor and mayor pro tempore; and

WHEREAS, Section 2-2-1 of the Municipal Code currently provides that each year the City Council shall meet and designate its presiding officer, who shall serve as mayor, and that the mayor shall serve for a term of one year beginning in the year 2018; and

WHEREAS, Section 2-2-3 of the Municipal Code also currently provides that the City Council shall designate one of its members as mayor pro tempore at the same meeting at which the mayor is selected, and that the mayor pro tempore shall serve for a term of one year beginning in the year 2018; and

WHEREAS, the existing mayoral rotation procedures, in particular the transition to one-year terms for the mayor and mayor pro tempore beginning in 2018, were implemented to provide a transition period to allow for the then-serving mayor pro tempore to finish his term uninterrupted during the City's change from at-large elections to by-district elections in November 2016; and

WHEREAS, due to an unforeseen vacancy of the mayor pro tempore position prior to the November 2016 election, the City Council has determined that it is no longer necessary or desirable to wait until 2018 to transition the mayor and mayor pro-tempore positions to one year terms; and

WHEREAS, the City Council of the City of Woodland therefore desires to amend Sections 2-2-1 and 2-2-3 of the Municipal Code to implement a one-year term for mayor and mayor pro tempore following the certification of the November 2016 election results.

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

Section 1. Section 2-2-1 of Article II of Chapter 2 of the Woodland Municipal Code is hereby amended to read as follows:

Sec. 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 2017, 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. 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 number as mayor by a majority vote.

Section 2. Section 2-2-3 of Article II of Chapter 2 of the Woodland Municipal Code is hereby amended to read as follows:

Sec. 2-2-3. - Mayor pro tempore.

At the same meeting at which the mayor is selected in accordance with Section 2-2-1(a), the city council shall also designate one of its members as mayor pro tempore, who shall perform the duties of the mayor during the mayor's absence or disability. 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 shall serve in this capacity for one year and shall serve at the pleasure of the city council.

Section 3. Effective Date and Notice. The City Clerk shall certify to the adoption of this ordinance and shall cause a summary thereof to be published in the Daily Democrat, a newspaper of general circulation, printed and published in the City of Woodland and County of Yolo, at least five (5) days prior to the meeting at which the proposed ordinance is to be adopted and shall post a certified copy of the proposed ordinance in the office of the City Clerk, and with fifteen (15) days of its adoption, shall cause a summary of it to be published, including the vote for and against the same, and shall post a certified copy of the adopted ordinance in the office of the City Clerk, in accordance with California Government Code Section 36933. This Ordinance shall take effect thirty (30) days after its adoption.

PASSED AND ADOPTED by the City Council this ____ day of _____ 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jim Hilliard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney