300 First Street
Woodland, CA 95695

City of Woodland

Meeting Agenda

City Council

Tuesday, December 20, 2016 | **6:00 PM** | **Council Chambers**

CITY COUNCIL
CLOSED SESSION
5:30PM

A. CALL TO ORDER

B. CLOSED SESSION

B.1 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Name of case: Idle Wheel MHP LLC v. City of Woodland et. al,
Yolo County Superior Court Case No. PT16-2017

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY
DECEMBER 20, 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.

16-879 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

16-859 SUBJECT: Commission on Aging Meeting Minutes for October 20, 2016

Recommendation for Action: Staff recommends that the City Council receive the October 20, 2016 Commission on Aging Minutes that were approved on November 17, 2016.

Attachments: 102016 Minutes

16-866 SUBJECT: Planning Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the minutes and Staff Notes for Planning Commission meeting of October 20, 2016.

Attachments: A - October 20, 2016 Meeting Minutes

B - October 20, 2016 Staff Meeting Notes

G. CONSENT CALENDAR

1. 16-874 SUBJECT: Approve the New Hourly Salary Schedule for Part Time Employees

Recommendation for Action: Staff recommends that the City Council adopt and approve the hourly wage increase for selected temporary part time job classifications.

Attachments: Minimum Wage Salary Schedule

2. 16-853 SUBJECT: Update - Woodland Swim Team Use Agreement

Recommendation for Action: Staff recommends that the City Council receive an update on the Woodland Swim Team Use Agreement and authorize the City Manager to allocate $10,000 of Measure J Funds to the Woodland Swim Team for FY16/17 to offset costs for the existing contract.

Attachments: WST resolution 2016

3. 16-849 SUBJECT: Final Acceptance and Notice of Completion for ASR Wells #29 and #30 Well Drilling Project, CIP 15-02

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, accepting the ASR Wells #29 and #30 Well Drilling Project, CIP 15-02, construction contract with Zim Industries, Inc. as complete and authorize the City Clerk to file a Notice of Completion.

Attachments: A - Resolution

4. 16-862 SUBJECT: Final Acceptance, Notice of Completion, and Approve New Appropriation in FY 16/17 for Aeration Retrofit Project (Phase I), CIP #12-02

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, accepting as complete the improvements related to Aeration Retrofit Project (Phase I), CIP #12-02; authorize the City Clerk to file a Notice of Completion for Aeration Retrofit Project (Phase I), CIP #12-02; and approve a new appropriation in FY 16/17 for $200,000 from the sewer enterprise fund.

Attachments: A - Resolution

5. 16-875 SUBJECT: Accept the AB1600 Development Impact Fees Annual Report for the Fiscal Year Ended June 30, 2016

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, accepting the AB1600 Annual Report for the year ended June 30, 2016

Attachments: AB1600 Resolution

AB 1600 FY 16 Annual Report

6. 16-876 SUBJECT: Annual Measure E Report for Fiscal Year Ending June 30, 2016

Recommendation for Action: Staff recommends that the City Council approve the Annual Measure E Report for Fiscal Year Ending June 30, 2016 and direct staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

7. 16-877 SUBJECT: Annual Measure J Report for Fiscal Year Ending June 30, 2016

Recommendation for Action: Staff recommends that the City Council approve the Annual Measure J Report for Fiscal Year Ending June 30, 2016 and direct staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

8. 16-878 SUBJECT: Adoption Resolution Authorizing the City Engineer or Designee to execute State and Federal Program Supplement Agreements

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Engineer or Designee to execute State and Federal Program Supplements for Master Agreements.

Attachments: Reso Delegation of Signature

H. REPORTS OF THE CITY MANAGER

9. 16-863 SUBJECT: Systemic Safety Analysis Report Program (SSARP) State Grant

Recommendation for Action:
Staff recommends that the City Council adopt Resolution No.______, to accept the Systemic Safety Analysis Report Program (SSARP) State Grant Funding in the amount of $180,000, appropriate matching funds from Measure E in the amount of $20,000, amend the FY 2016/17 Capital Budget to include the 2017 Corridor Safety Study Project, CIP #17-17.

Attachments: A - Resolution

10. 16-839 SUBJECT: Spring Lake Park N1 Project, CIP 17-10; Approve Plans and Specifications and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, approving the plans and specifications and authorizing bid advertisement for the Spring Lake Park N1 Project, CIP 17-10.

Attachments: A - Resolution

B - Park Phasing Masterplan

11. 16-871 SUBJECT: Expansion of Community Choice Energy Advisory Committee

Recommendation for Action: Staff recommends that the City Council (1) approve the attached amendment of Resolution No. 6753 regarding the size and membership of the Community Choice Energy (CCE) Advisory Committee, and (2) approve for committee membership the individuals recommended herein.

Attachments: Resolution Changing Size of CCE Advisory Committee

12. 16-880 SUBJECT: Council Committee / Liaison Appointments

Recommendation for Action: Staff recommends that the Council provide direction relative to 2016-2018 Council appointments to Inter-Jurisdictional Boards, Liaison Committees as well as City Council sub-committees.

Attachments: COuncil Assignments 2016.xlsx

I. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Regular Meeting of the City of Woodland scheduled for December 20, 2016 was posted on December 16, 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.

300 First Street
Woodland, CA 95695

City of Woodland

Legislation Text

File #: 16-879, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 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

Paul Navazio, City Manager

Attachment

UPDATED COUNCIL LONG RANGE CALENDAR

JANUARY 3rd **REGULAR MEETING**

Chamber Presentation to Jim Hilliard and Sean Denny (1/3 or 1/17)
WRA Update – Status of Groundwater Sustainablity Agency

JANUARY 17th **REGULAR MEETING**

Waste Management contract amendment to address organics collection services
2017/18 Recognized Obligation Payment Schedule (ROPS)
2017/18 Successor Agency Administrative Budget
Receive 2016 Water Rate Study and Set Prop 218 Public Hearing for March 7th
Library Annual Report
Funding Priorities for CDBG
General Plan Continuing Discussion (Tentative)

JANUARY 20th **SPECIAL MEETING**

City Council Retreat / Workshop

FEBRUARY 7th **REGULAR MEETING**

City Council 2017 Meeting Calendar
Community Care Car License Agreement
Naming of Spring Lake Park N1

FEBRUARY 21st **REGULAR MEETING**

Kentucky Avenye Project – Bid Award

General Plan

Adoption Hearings - General Plan, Climate Action Plan & Final EIR
Planning Commission (February 9th & 23rd)
City Council (March 7th & 21st)

FUTURE STUDY SESSIONS (TBD):

Groundwater Sustainability Workshop
Affordable Housing – Part II (February)
Spring Budget Workshop (March)

300 First Street
Woodland, CA 95695

City of Woodland

Legislation Text

File #: 16-859, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Commission on Aging Meeting Minutes for October 20, 2016

Recommendation for Action: Staff recommends that the City Council receive the October 20, 2016 Commission on Aging Minutes that were approved on November 17, 2016.

Staff Contact

Dallas Tringali, Community Services Program Manager, 661-2005, Dallas.tringali@cityofwoodland.org

Conclusion

Staff recommends that the City Council receive the October 20, 2016 Commission on Aging Minutes that were approved on November 17, 2016

Prepared by: Dallas Tringali, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

Paul Navazio

Paul Navazio, City Manager

Attachments: October 20, 2016 Commission on Aging Meeting Minutes

Commission on Aging

Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Regular Meeting Minutes

October 20, 2016

Call to Order

Meeting convened at 3:02 p.m. at the Community & Senior Center, 2001 East Street, Woodland, California; Chair Campbell presiding.

Roll Call

Commissioners Present:	Campbell, Wheeler, Parker
Absent	Overholt
Staff:	Engel, Halcon, Tringali, Haynie

Pledge of Allegiance

Consent Item
June 16, 2016 Minutes

Commissioner Parker made the motion to accept the June 16, 2016 as written; Commissioner Wheeler seconded the motion. 3/0

New Business

Consider Commissioner Requests for Excused Absences for Future Meetings
Engel explained the City's policy for Commissioner Absences. No absences were requested at this time.

Appoint a Commissioner to Yolo County Commission on Aging
After discussion Commissioner Parker made the motion to appoint Commissioner Wheeler to the Yolo County Commission on Aging; Commissioner Wheeler seconded the motion. 3/0

Regular Calendar

Work Plan
Update Work Plan in January 2017

Annual Report to Council
Report to Council in May 2017

Speaker Series
Tringali reported that the Senior Center was looking into unique and informative presentations for the Speaker Series. Tringali has scheduled the Important Document presentations twice as year, the first on October 27, 2016 and the second in May 2017.

Handicap parking at front of WC&SC
Commissioner Campbell talked with Councilmember Davies and will discuss more after November.

Senior Resource Fair May 25, 2017
Tringali stated that staff would send out letters to past vendors in January 2017. On October 13, 2016 the Yolo County Crime Prevention & Senior Resource Fair took place in the gym. With the purchase of additional 8' tables, staff was able to set up 75 8' tables for this event

Thermostat Setting in Senior Game Room

Tringali explained the operation of the thermostats in the building, demonstrating with the thermostat in the Conference room.

Public Comment

Carol Miller a volunteer for the Senior Center expressed her concern with the boxing program moving to the Woodland Community & Senior Center. Ms. Miller highlighted the Daily Democrat editorial on the boxing program. Engel responded that the YMCA is evaluating their program at the Woodland Community & Senior Center to determine if the program is still viable. No decisions have been made on either program. City Council and staff are reviewing the options.

Report of the Staff

Senior Center Report

Tringali reported that the Thanksgiving Dinner is scheduled for November, 17, 2016; doors open at 5 p.m. and the dinner will be served at 5:30 p.m. Last year's event had over 200 seniors attending. The Santa Holiday Brunch is on December 15, 2016 at 11 a.m. This popular event was moved to the gym and over 300 attended last year. The Woodland Community & Senior Center will be closed from December 23, 2016 at noon to January 2, 2017. During that time the two gyms will receive their annual resurfacing. Tringali has been in communication with both the Care Car and ENP concerning the closure.

Facility Update, Senior Issues

Update under Thermostat Setting in Senior Game Room

Business Items for Next Meeting
Minutes
2016 Work Plan
Speaker Series
Handicap parking
Senior Resources Fair May 25, 2017
Senior Center Report
Facilities update
Next Meeting Date November 17, 2016

Adjourn

Commissioner Parker made the motion to adjourn the meeting at 3:42 p.m., Commissioner Wheeler seconded the motion, and motion carried 3/0.

Respectfully submitted,

Cathy Haynie, Administrative Supervisor
Community Services Department

300 First Street
Woodland, CA 95695

City of Woodland

Legislation Text

File #: 16-866, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Planning Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the minutes and Staff Notes for Planning Commission meeting of October 20, 2016.

Staff Contact

Debbie Flemmer, Administrative Clerk, Community Development Department

Paul Navazio

Paul Navazio, City Manager

ATTACHMENTS:
Attachment A - October 20, 2016 Meeting Minutes
Attachment B - October 20, 2016 Staff Notes

City of Woodland Planning Commission
c/o Community Development Department
300 First Street
Woodland, CA 95695

530-661-5820

City of Woodland

Meeting Minutes - Final

Planning Commission

Thursday, October 20, 2016 **6:30 PM** **Council Chambers**

A. Call to Order

Meeting was called to order at 6:31 pm

Staff present:
Ken Hiatt, Director
Cindy Norris, Principle Planner
Heidi Tschudin, GP Consultant

B. Roll Call

Present 7:
Chairman Kirby Wells, Vice Chairman Chris Holt, Commissioner Steve Harris, Commissioner Marco Lizarraga, Commissioner Fred Lopez, Commissioner John Murphy, Commissioner Elodia Ortega-Lampkin

C. Pledge of Allegiance

D. Staff and Commissioner Comments

E. Subcommittee Reports

F. Communications from the Public

G. Approval of Minutes

H. Public Hearing

16-781 SUBJECT: Public Comment Meeting on Draft Environmental Impact Report for the 2035 General Plan and Climate Action Plan

DATE: October 20, 2016

RECOMMENDATION:
Staff recommends that the Planning Commission:

1. Receive a staff report summarizing the Draft Environmental Impact Report (DEIR) for the 2035 General Plan and Climate Action Plan (CAP); and

2. Provide an opportunity for the public to provide verbal comments on the DEIR (released September 15, 2016 under separate cover).

Staff notes taken.

16-768 SUBJECT: Public Comment Meeting on the Draft 2035 Climate Action Plan

DATE: October 20, 2016

RECOMMENDATION:
Staff recommends that the Planning Commission:

1. Receive a staff report summarizing the Draft 2035 Climate Action Plan (CAP); and

2. Provide an opportunity for the public to provide verbal comments on the CAP (released September 15, 2016 under separate cover)

Attachments: Summary Table for 2020 and 2035 CAP rc.docx

Staff notes taken.

I. Business Items

J. Staff or Commissioner Comments

K. Adjournment

Meeting adjourned at 8:27 pm

The Planning Commission of the City of Woodland encourages all parties interested in a matter scheduled to be reviewed, discussed and acted on at a meeting, to participate in the public discourse, which may include the submission of written comments and materials. The Planning Commission notifies the public that those materials received less than 24 hours before a meeting date and time may not be able to be considered completely. Further, the Planning Commission encourages interested parties to attend the meeting to discuss any matter of concern and to explain their comments more fully.

WOODLAND CITY COUNCIL

OCTOBER 20TH, 2016 COMMENT HEARING

Draft EIR and CAP

Notes

PRESENT

Planning Commission Members: K. Wells, S. Harris, M. Lizarraga, C. Holt, J. Murphy, E. Ortega-Lampkin, F. Lopez
Staff and Consultants: Ken Hiatt, Cindy Norris, Roberta Childers, Heidi Tschudin

Draft EIR Comments (Legistar 16-781)

Commissioner Questions

Commissioner John Murphy: When the environmentally superior method is chosen, in that case we do not consider the no project alternative right?

> **Response, Heidi Tschudin:** When the environmentally superior project is the no project then the next environmentally superior project is considered environmentally superior. That alternative was the south alternative.

Commissioner Chris Holt: Is the council still choosing which general plan the city will move forward with?

> **Response, Ken Hiatt:** Yes, the council will choose which plan or a combination of two.

Commissioner Chris Holt: How does the streamlining process work if a developer wants to develop a different mix of properties or more properties in the east or south alternative? What if they want to change that balance?

> **Response, Heidi Tschudin:** When a project is consistent with general plan it can rely on general plan EIR itself and climate action plan to move forward. The extent of streamlining depends on the project.

Commissioner Chris Holt: What is the process if we go with one alternative and 5 years later the other one comes back and says “We want to go”, the others are not moving?

> **Response, Heidi Tschudin**: The general plan is not a static document which is why we have a generous amount of general plan amendments. If an opportunity wishes to explore an opportunity you can have a general plan amendment. If a dramatic change happens in a few years, a large amendment can take place.

Response, Ken Hiatt: We would evaluate the amendment and do an additional project EIR.

Commissioner Chris Holt: As we decide whether to go south or east does the EIR get stripped of irrelevant information?

Response, Ken Hiatt: The EIR is static.

Commissioner Chris Holt: If we go with south but in a few years we go with east, will east be able to use the EIR?

Response, Ken Hiatt: Yes, we will know that we have got some initial analysis.

Commissioner Marco Lizarraga: We have done this before, where we phased and promised amendments for projects before so the answer is in our history already.

Public Comments

CHRISTINE SHEWMAKER

- She is interested in climate change and sustainability. She is also concerned that the No-Project Alternative is stated as worse for the CAP. Slower growth should not be bad. (Table 5-24)
- Surprised by the closeness of the air quality impacts for the two alternatives (Chapter 4-3 and 4-5). In the east construction of the new interchange and new flood work should be considered in the construction impacts analysis. In the east alternative, construction impacts must be considered.
- Table 4-2-8 comparing Ag acres for SP-A1 looks incorrect.

EVELIA GENERA

- Focused her comments on hydrology, water quality and flooding review.
- Pg 4.9-23 AB 162- amend land use to address flood related matters. Make sure we are consistent for government, regional (county), and local code. Limit development in flood prone areas. There are huge implications in accepting a plan that develops into 100-year flood zone, especially for a land owner who pays flood protection insurance.
- 4.9-25 to 27 county policies. No development in deep flood (Policy 8.B.3)

Commissioner Comments

COMMISSIONER CHRIS HOLT

- Quite a document, very long but very well written. Concerned with the equal weight analysis of East and South. It is dangerous for us to go so low for the east.
- Concern about the low development assumption for SP-2

- Would like the EIR to show realistically that if they go east, that growth could exceed 7,000 dwelling units. It was the will of the community to cap it at 7,000 units but east would likely exceed that. 14,000 is more realistic and would still keep us below neighboring communities.
- He listed growth numbers for other communities between 2000 and 2010
    - Davis 60,308 – 65,322 – 8.8%
    - Folsom – 7100+ units 39%
    - Rocklin – 7,470+ units, 56%
    - Roseville – 14,000 units, 49%
    - Elk Grove (33,000 units)

COMMISSIONER MARCO LIZARRAGA

- Development will be based on current market and resources. Numbers from other communities are irrelevant. We cannot compare ourselves to Folsom. We thought spring lake would explode and it did not. He is not fearful of explosive growth.

COMMISSIONER JOHN MURPHY

- Everything is within our control. Commissioner Holt's comment has merit. East assumes 25% of the area developed. 25% may not be enough to support the necessary infrastructure costs.

Climate Action Plan Comments (Legistar 16-768)

Commissioner Questions

Commissioner John Murphy: Our climate action plan is a city wide plan, so if we had zero size change we would still need to meet a reduction even if the population does not change?

> **Response, Cindy Norris:** Yes, that is correct

Commissioner John Murphy: You lost me when you began talking about goals on a per capita basis as opposed to net basis for the city. Will the per capita rate achieve the city wide goal at the same 2020 and 2035 periods? We cannot know what the land use decisions are going to be so how do we make those predictions?

> **Response, Roberta Childers:** In the 2020 scoping plan, the state has laid out many different sector and admins related to those structures. Many of those, we have no control over, such as mining for example. However, the city does have control over land use. The state looked at state wide population and jobs related to the land uses. The state looked at the GHG emissions related to 2035. That is where the number comes from. That number (2.25 per service area) remains regardless of our local or service job growth. The city of woodland is aiming for certain total numbers for population and job growth. The number will be adjusted accordingly.

Commissioner Marco Lizarraga: AB 32 codifies a goal to reduce GHG emissions. Are we considering that at all?

> **Response, Roberta Childers**: We are considering all the goals including statewide goals all the way to 2050.

Commissioner Marco Lizarraga: The city could be far more aggressive. We should have more solar power and electric vehicles.

Commissioner Chris Holt: Regarding the calculations of metric tons for GHG emissions, we estimated closely for east and south alternatives in our general plan. Is the estimation based on population?

> **Response, Roberta Childers**: Estimation is based on population and job growth assumptions.

Commissioner Kirby Wells: When we went through the items for the ab 32, we went through two different time frames. 1990 and 2005. Do we use 2005 across the board or does it vary for which document we are referring to?

> **Response, Roberta Childers**: 2005 is the standard.

Comments

CHRISTINE SHEWMAKER

- Interested in climate action plan and renewable energy. I noticed the renewable energy target for 2020 is 16 percent instead of 35 percent in the preliminary target and that is a big difference. It should be emphasized as a positive thing that we are aiming for megawatts. As woodland explores becoming a part of the CCE, our renewable energy goals should be specific and apart of the discussion.
- Chapter 5 implementation and monitoring chapter is good. I suggest you add someone to identify all agenda with climate action impact. Example: purchase of new fleet vehicles should be flagged and brought up at city council meeting.
- I urge the city to step up and be a role model and say that 2035 the city will be using 100 percent renewable energy instead of 80 percent.

COMMISSIONER CHRIS HOLT

- Yes, it is very readable. When you look at the east alternative and remove the 7000-unit cap, the GHG difference between the two alternatives goes up very quickly. Despite our best efforts to get complete neighborhoods developed and a second town center, it may not happen. If it does not happen these numbers get even more disparate. We are not over reacting. The elements laid out of the table for us to make these decisions make a huge difference.

COMMISSIONER MARCO LIZARRAGA

- Mr. Holt and I disagree a lot here. We cannot predict things. Technology has incredible potential. The market will help up cap GHG. We need to focus on electric cars and solar panels like many developers have been.

Legislation Text

1.

File #: 16-874, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Approve the New Hourly Salary Schedule for Part Time Employees

Recommendation for Action: Staff recommends that the City Council adopt and approve the hourly wage increase for selected temporary part time job classifications.

Staff Contact

Sheila McShane, Human Resources Manager, 530 661 5807, Sheila.mcshane@cityofwoodland.org

Fiscal Impact

This action is estimated to initially result in a nominal cost to the City, with the anticipated impact of the increase having been factored in minimum wage was factored into the development of the FY2016/17 budget for impacted departments. Future increases consistent with the timetable approved by the State Legislature to reach a minimum wage of $15.00 will be incorporated into future budgets.

Background

Senate Bill 3 (SB3) increases California's minimum wage each year until the minimum wage reaches $15 per hour in 2022. Effective January 1, 2017 the minimum wage in California is $10.50 per hour.

Discussion

Staff reviewed all wages of the various job classifications, both full time positions and temporary positions, and found that the following job classes were below the new minimum wage of $10.00 per hour:

Activity Leader I,
Cashier,
Counselor,
Library Page and
Swim Instructor Aide.

All these job classes are being adjusted by $.50 per hour. Due to potential compaction issues, all other temporary part time positions are also increased by $.50 per hour.

Conclusion

Staff recommends that the City Council adopt and approve the hourly wage increase for selected temporary part time job classifications.

Prepared by: Sheila McShane
Human Resources Manager

Paul Navazio, City Manager

Attachment

CITY OF WOODLAND
SALARY SCHEDULE
Effective January 1, 2017

SALARY PER HOUR

TEMPORARY PART-TIME EMPLOYEE HOURLY WAGES

	A STEP	B STEP	C STEP	D STEP	E STEP
Activity Leader I	$10.50	$10.75	$11.00	$11.25	$11.50
Activity Leader II	$11.25	$11.50	$11.75	$12.00	$12.25
Activity Manager	$11.75	$12.00	$12.25	$12.50	$12.75
Cashier	$10.50	$10.75	$11.00	$11.25	$11.50
Counselor	$10.50	$10.75	$11.00	$11.25	$11.50
Intern	$10.75	$11.75	$12.75	$13.75	$14.75
Library Page	$10.50	$10.75	$11.00	$11.25	$11.50
Lifeguard / Aide	$11.75	$12.00	$12.25	$12.50	$12.75
Lifeguard / Instructor	$12.25	$12.50	$12.75	$13.00	$13.25
Pool Manager	$13.50	$13.75	$14.00	$14.25	$14.50
Recreation Facility Aide	$13.75	$14.00	$14.25	$14.50	$14.75
Special Program Coorc	$13.00	$13.25	$13.50	$13.75	$14.00
Swim Instructor Aide	$10.50	$10.75	$11.00	$11.25	$11.50

Legislation Text

2.

File #: 16-853, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Update - Woodland Swim Team Use Agreement

Recommendation for Action: Staff recommends that the City Council receive an update on the Woodland Swim Team Use Agreement and authorize the City Manager to allocate $10,000 of Measure J Funds to the Woodland Swim Team for FY16/17 to offset costs for the existing contract.

Staff Contact

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

Fiscal Impact

The Woodland Swim Team (WST) pays the City approximately $32,920 annually for the use of the Charles Brooks Community Swim Center (CBCSC). The WST has requested assistance to offset costs for their contract with the city in the amount of $10,000 for FY16/17. Currently-available funds (Measure J) within the General Recreation Program budget are would be used to cover the requested amount for FY16/17. Future financial assistance for the WST would need to be approved as part of the City's budget process for subsequent years.

Background

Upon the completion of construction of the Charles Brooks Community Swim Center in 1973, the City of Woodland entered into a lease agreement with the WST for exclusive use of the facility during specified hours for year-round use. The most recent agreement between the City and WST was executed on July 13, 2016 extending the use agreement of the CBCSC until June 30, 2017.

On July 1, 2010 an agreement between the City and WST stated that in addition to a monthly rental fee of $1,800 (now $1,910), the WST would pay a winter surcharge to help cover the operational cost of the pool. The agreement outlined that during months of usage when costs are high for heating the pool (November-February), the WST would pay the City an additional fee of $2,500 per month. However, during any period the pool is closed, WST has no obligation to pay any rent or surcharge amounts, and such payments are prorated. WST is the largest user of the pool during November through February. City recreational use of the pool during winter ranges each day from 3-10 lap swimmers at lunch and zero - 6 lap swimmers in the evening.

Between November-February, the City pays an average of $8,416 to PG&E for heating of the pool (average taken 2013-2015). Average monthly heating costs during the remainder of the year (March-October) is $4,868.

Discussion

The WST has approximately 150 swimmers on the team who pay $50-$90 per month for club membership. Club membership is at its peak between the months of April-October. Combined with membership dues and fundraising, the club's annual revenue is $140,000. While the WST is a non-profit organization, organizational overhead includes staff costs and pool rental fees. WST has indicated that they ended calendar year 2015 with a budget deficit.

Other municipal facilities similar to CBCSC (50-meter x 25-yard facility) who have private year round swim teams renting the pool, also charge a higher winter rental fee or winter surcharge rate to help offset the heating costs of the pools. Roseville charges the California Capital Aquatics team $15,750 (rental and winter surcharge) per month during colder months to operate the pool, compared to $5,675 during the remainder of the year. Folsom charges the Sierra Marlins an average rate of $9,846 per month (annual total of $118,159) in rental fees for use of the facility twelve months a year.

Funds from Measure J could be used to cover the financial assistance requested by the WST. While the WST has not received any funding assistance from Measure J, other youth groups have received funding from Measure J such as the waiver of “player fees” (fees collected for use of the fields for practices) for soccer and baseball/softball players. The City boxing program receives approximately $11,000 each year from Measure J (in addition to receiving funds from the Recreation Enterprise Fund).

Measure J funding since 2014 for player fees waived for youth groups has been (2014) $44,631, (2015) $53,820, and (2016) $55,980. This year, the following player fees were waived: Girls Fast Pitch, $6,300; Little League, $9,980; Babe Ruth, $2,660; YMCA $12,720; Davis Alliance Soccer Academy, $6,340; Woodland Soccer Club; $10,240, and Cal Ripken, $7,580.

Commission/Committee Recommendation

The Parks & Recreation Commission has not been able to consider this request because the formal request from the WST was not received in time to be included on the October 2016 meeting agenda. The next Parks & Recreation Commission meeting is on January 23, 2017.

Conclusion

Staff recommends that the City Council receive an update on the Woodland Swim Team Use Agreement and authorize the City Manager to allocate $10,000 of Measure J Funds to the Woodland Swim Team for FY16/17 to offset costs for the existing contract.

Prepared by: Kris Bain, Community Services Program Manager

Paul Navazio, City Manager

Attachment

CITY OF WOODLAND

RESOLUTION NO. ______________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ALLOCATING MEASURE J FUNDS TO THE WOODLAND SWIM TEAM

WHEREAS, the Woodland Swim Team operates a year-round swim team under a use agreement with the City of Woodland at the Charles Brooks Community Swim Center; and

WHEREAS, the Woodland Swim Team provides opportunities for residents to improve the quality of life through learning the life long skill of swimming; and

WHEREAS, the Woodland Swim Team has requested financial assistance to offset operating costs for their FY 16/17 use agreement with the City of Woodland in order to continue to operate the team;

WHEREAS, the City of Woodland values the benefits and opportunities provided by the Woodland Swim Team for residents.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland authorizes the City Manager to allocate $10,000 in FY16/17 to the Woodland Swim Team to offset costs for their contract with the City of Woodland.

PASSED AND ADOPTED this 20th day of December, 2016, by the following vote:

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

____
Angel Barajas, Mayor

ATTEST:

____
Ana Gonzalez, City Clerk

Legislation Text

3.

File #: 16-849, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Final Acceptance and Notice of Completion for ASR Wells #29 and #30 Well Drilling Project, CIP 15-02

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, accepting the ASR Wells #29 and #30 Well Drilling Project, CIP 15-02, construction contract with Zim Industries, Inc. as complete and authorize the City Clerk to file a Notice of Completion.

Staff Contact

Ed Wisniewski, Associate Civil Engineer - (530) 661-5975; ed.wisniewski@cityofwoodland.org

Fiscal Impact

The Aquifer Storage and Recovery (ASR) project is included in the approved Capital Improvement Program Budget with a total project budget of $11,000,000, funded from the Water Enterprise Fund. The project is included in the State Revolving Fund (SRF) loan secured by the City for the local improvements to bring treated surface water into the City's water distribution system. The California State Water Resources Control Board SRF loan was approved by Council on May 13, 2014 for an amount of $31,503,088. The ASR wells are one of the five identified projects covered by the SRF loan, including the Southwest Tank, Well #28, East Transmission Main, and West Transmission Main.

The ASR project is broken down into three separate construction phases which include, (1) core sampling through sonic coring techniques, (2) well drilling, and (3) well equipping. In July 2015; Council approved a construction contract with Zim Industries, Inc. in the amount of $2,340,000, with an additional 10% construction contingency, for the well drilling phase of construction.

There is no impact to the City's General Fund.

Background

The well drilling construction contract included drilling and construction of one monitoring well and one ASR well at each location (Well 29 - Christiansen Park; Well 30 - Ferns Park). The contract was awarded to Zim Industries, Inc. on July 21, 2015. Construction of the wells commenced in a 3-phased effort. First, boreholes were drilled to the specified total depth, which was around 520 feet below ground surface (bgs). Then the well casings and screens were constructed and lowered into the borehole, and the annular space between the borehole and casing/screen was filled with the filter pack material (glass beads) and sand-cement seal. Finally, the wells were developed through mechanical and pumping techniques to clear the filter pack of any remaining drilling mud, maximize the yield of the well, and optimize the filter capacity. Tests for plumbness and alignment were also performed on both ASR wells, and the results were within the maximum American Water Works Association (AWWA) allowable drift requirements and meet the criteria of the contract specifications.

Discussion

At the conclusion of well development, a temporary pump was installed at each ASR well to perform a 24-hour constant-rate test to evaluate the capacity of the well. This test is designed to provide a realistic expectation of how the well will perform under standard operating procedures. It measures the pumping flowrate against well's drawdown (the depth to water during pumping minus the static water level). At Well 29, the well was pumped at 3,500 gallons per minute (gpm) with 63 feet of drawdown. At Well 30, the 24-hour flow rate was 1,350 gpm with 224 feet of drawdown.

The significant difference in production rates at wells 29 and 30 are likely a result of natural variability in aquifer properties. Aquifer conditions can change in short horizontal distances from a test well or other nearby well, so there is no guarantee in well drilling that a specific capacity can be achieved. The specific capacity of Well 30 was less than initially expected, although when compared to the corresponding perforated intervals at Well 28 (Freeman Park), the difference is not as large, and the production is consistent with what is reported in the corresponding aquifer interval at Well 28. At Well 28, testing indicated that 1,780 gpm was produced across 50 feet of screen. Well 30 is capable of 1,350 gpm across 40 feet of screen. In contrast, Well 29 can produce in excess of 3,500 gpm with 50 feet of screen which is an exceptional rate of water production when compared to any existing city well. Between the two wells, the combined extraction pumping capacity (4,850 gpm) exceeds the targeted design rate of 4,000 gpm.

Five change orders were executed throughout the course of the project in a total amount of $132,237, which represents 5.7% of the original contract value. The approved construction contingency was for 10% ($234,000). The majority of the change order work was spent on additional well development on well 30. For more than 3 months, the Contractor employed several methods of development beyond what was anticipated for the project in order to improve the capacity from 600 gpm to 1,350 gpm.

The project cost breakdown is as follows:

Construction	
Ph. I: Sonic Coring (Yellow Jacket Drilling)	$ 113,942
Ph. II: Well Drilling (Zim Industries, Inc.)	$ 2,472,117
Ph. III: Well Equipping (Myers & Sons)*	$ 6,049,175
Total Construction (incl change orders)	**$ 8,635,234**
Design	**$ 1,070,745**
Construction Management/Inspection	**$ 1,084,467**
Estimated Staff Time/Project Management	**$ 200,000**
Total Project Cost	**$ 10,990,446**
Total Project Budget	**$ 11,000,000**

* Well Equipping construction is in progress. 10% contingency assumed on top of contract amount.

Conclusion

Staff recommends that the City Council approve Resolution No. _____, accepting the ASR Wells #29 and #30

Well Drilling Project, CIP 15-02, construction contract with Zim Industries, Inc. as complete and authorize the City Clerk to file a Notice of Completion.

Prepared by: Ed Wisniewski, Associate Civil Engineer

Reviewed by: Tim Busch, Principal Utilities Civil Engineer
Brent Meyer, City Engineer
Ken Hiatt, Assistant City Manager - Community and Economic Development

Paul Navazio

Paul Navazio, City Manager

ATTACHMENTS:
Attachment A - Resolution

RESOLUTION NO. ______

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT THE ASR WELLS #29 AND #30 WELL DRILLING PROJECT (CIP 15-02) CONSTRUCTION CONTRACT WITH ZIM INDUSTRIES, INC. AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION.

WHEREAS, The ASR Wells #29 and #30 Well Drilling Project (CIP 15-02) is fully funded in the Capital Budget for $11,000,000.00; and

WHEREAS, the City Council approved the plans and specifications and authorized advertisement for bids on April 14, 2015; and the City of Woodland advertised for bids on May 22, 2015; and

WHEREAS, the City Council on, July 21, 2015; authorized the City Manager to award and execute a construction contract with Zim Industries, Inc.; and

WHEREAS, the construction of the Project began on October 5, 2015 and was completed on July 8, 2016.

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

Section 1. The City Council hereby accepts the ASR Wells #29 and #30 Well Drilling Project (CIP 15-02) as complete.

Section 2. The City Council hereby authorizes the City Clerk to file a Notice of Completion for the ASR Wells #29 and #30 Well Drilling Project (CIP 15-02).

PASSED AND ADOPTED this ________ day of ___________ 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Angel Barajas, Mayor

ATTEST:

____
Ana B. Gonzalez, City Clerk

Legislation Text

4.

File #: 16-862, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Final Acceptance, Notice of Completion, and Approve New Appropriation in FY 16/17 for Aeration Retrofit Project (Phase I), CIP #12-02

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, accepting as complete the improvements related to Aeration Retrofit Project (Phase I), CIP #12-02; authorize the City Clerk to file a Notice of Completion for Aeration Retrofit Project (Phase I), CIP #12-02; and approve a new appropriation in FY 16/17 for $200,000 from the sewer enterprise fund.

Staff Contact

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

Fiscal Impact

This project is included in the approved Capital Improvement Program Budget with a total project budget of $20,494,000, funded from the Sewer Enterprise Fund. However, $1,344,000 of that budget has been allocated to be included in FY 18/19 so the actual approved budget up to the current FY (16/17) is just $19,150,000. The California State Water Resources Control Board SRF loan document with the City was approved on July 9, 2014 in the amount of $21,397,336. The SRF loan package includes $2,000,000 in principal forgiveness that has been applied to the project.

The total construction cost for the Aeration Retrofit project was $15,676,370, resulting in a total project cost of $19,305,835. Other items that make up the total project budget represent the amount allocated for design, building pad construction, environmental review, construction contingency, and construction management/inspection. The total project budget, as authorized by the City Council in the Capital Budget is $19,150,000. Staff is requesting that the City Council appropriate an additional $200,000 from the sewer enterprise to provide complete funding for this project. The extra funding is needed to cover additional costs for construction management and engineering services that occurred due to a delay in receiving key equipment that added approximately six months to the project schedule. Additionally, there was approximately $80,000 of unanticipated extra work items identified by the Wastewater Operations staff during the construction phase that needed replacement. These were only identified after the oxidation ditches were drained and therefore not included in the original budget estimates.

The SRF loan package has sufficient construction contingency to cover this cost and the full debt service on the SRF loan package can be accommodated within our current sewer rates.

Staff applied for a PG&E energy incentive program as this project reduces electrical usage. The amount of the rebate is still being finalized, however, it is expected to be approximately $100,000.

Background

The Capital Budget and Sewer Rate increase have identified multiple projects to maintain the Water Pollution Control Facility (WPCF) rated capacity, to meet present and future regulatory requirements, and maintain the sewer collection system. In order to reduce the financing cost for implementation of three of the projects, the City has received State Revolving Fund (SRF) funding for three distinct project phases. Phase I including the aeration project which is the subject of this Council Communication. Phase II includes the mechanical screens replacement which was accepted by City Council on April 19, 2016. Phase III includes various pond improvements which was accepted by City Council on May 17, 2016.

Discussion

The City Council awarded the project to construct the aeration system retrofit to Western Water Constructors on July 1, 2014 via Resolution No. 6270. Western Water was issued a Notice to Proceed on July 25, 2014 with the first working day being August 4, 2014. Construction is now substantially complete as of December 2016 and the project is ready for acceptance.

The project cost breakdown is as follows:

Design	$1,938,210
Construction	$14,640,000
Change Orders	$1,036,370
Total Construction	$15,676,370
Construction Management/Inspection	$1,474,400
Other	$225,000
Total Project Costs	$19,313,980
Project Budget as of FY 16/17	$19,150,000
New Appropriation for FY 16/17	$200,000
Total Budget	$19,350,000

Change orders for this project amounted to 7% of the original contract amount and is reasonable for such a project.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, accepting as complete the improvements related to Aeration Retrofit Project (Phase I), CIP #12-02; authorize the City Clerk to file a Notice of Completion for Aeration Retrofit Project (Phase I), CIP #12-02; and approve a new appropriation in FY 16/17 for $200,000 from the sewer enterprise fund.

Prepared by: Chris Fong, Senior Associate Civil Engineer

Reviewed by: Tim Busch, Principal Utilities Engineer
Brent Meyer, City Engineer
Ken Hiatt, Assistant City Manager

Paul Navazio, City Manager

ATTACHMENTS:
Attachment A - Resolution

RESOLUTION NO. ______

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT AS COMPLETE, AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION, AND APPROVE A NEW APPROPRIATION IN FY 16/17 FROM THE SEWER ENTERPRISE FUND FOR AERATION RETROFIT PROJECT (PHASE I), CIP #12-02

WHEREAS, the City of Woodland funded the project in the amount of $19,150,000 allocated in the Capital Budget for the Aeration Retrofit Project (Phase I), CIP #12-02 referred to as (the "Project"); and

WHEREAS, the City of Woodland awarded the construction contract in the amount totaling $14,640,000 to Western Water Constructors, Inc. on July 1, 2014; and

WHEREAS, the City of Woodland approved additive change orders totaling $1,036,370; and

WHEREAS, the City Council approves a new appropriation in FY 16/17 for $200,000 from the sewer enterprise fund; and

WHEREAS, the construction of the Project began in August 2014 and was completed in December 2016.

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

Section 1. The City Council hereby accepts the Aeration Retrofit Project (Phase I), CIP 12-02 as complete.

Section 2. The City Council hereby authorizes the City Clerk to file a Notice of Completion for Aeration Retrofit Project (Phase I), CIP #12-02.

Section 3. The City Council hereby approves a new appropriation in FY 16/17 for $200,000 from the sewer enterprise fund.

PASSED AND ADOPTED this ________ day of ___________ 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Angel Barajas, Mayor

ATTEST:

____
Ana B. Gonzalez, City Clerk

File #: 16-875, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Accept the AB1600 Development Impact Fees Annual Report for the Fiscal Year Ended June 30, 2016

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, accepting the AB1600 Annual Report for the year ended June 30, 2016

Staff Contact

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

Council Goal

This recommendation is consistent with the City's goals for fiscal responsibility and governance. Annual reporting of revenues and expenditures related to development impact fees provides enhanced accountability and transparency to the community.

Fiscal Impact

There is no fiscal impact related to approving the AB1600 Annual Report. All revenues and expenses have been recorded and expended according to Government Code Section 66006.

In 1978, following the passage of Proposition 13, many cities began charging fees on new development to fund public improvements and services such as streets, park facilities, sewers and storm drains. These fees are commonly known as development impact fees. In order to ensure that these fees are spent in a timely manner and on projects for which they were collected, the State Legislature passed a bill known as AB1600 (Mitigation Fee Act). This bill applies to developer fees which were increased or imposed on or after January 1, 1989. AB1600 enacts Government Code Sections 66000-66008 which generally contain four requirements:

1. A local jurisdiction must follow the process set forth in the bill and make certain determinations regarding the purpose and use of the fees, and establish a "nexus" or connection between a development project or class of projects and the public improvement that will be financed with the fee.
2. The fee revenue must be segregated from the general fund in order to avoid commingling of public improvement fees and the general fund.
3. If a jurisdiction has had possession of a developer fee for five or more years and has not committed the

money to a project or spent the money, then it must make findings describing the continuing need for that money. In addition, an annual report must be made of fees collected, interest earned, projects on which fees were expended, and any transfers for loans from the fee account. This report is to be reviewed by the local agency assessing the fees.

4. If a local jurisdiction cannot make the findings required under paragraph three (3), the City must refund the fees collected.

Discussion

The City of Woodland development fees covered by AB1600, and documented in the attached report, include the following:

- General City impact fee
- Parks and Recreation impact fee
- Police impact fee
- Fire protection impact fee
- Library impact fee
- Surface Water impact fee
- Storm Drainage impact fee
- Road impact fee
- Water impact fee
- Wastewater impact fee

Staff examined each of the funds for the impact fees listed above to determine if any development fees remain unexpended five years or more after receipt and are subject to refund. Based on our analysis, no refunds are due. Unexpended fund balances represent fees collected for respective Council approved projects which will be financed and implemented when financially feasible or practical.

This is the fifth year of reporting for the Surface Water impact fee which was adopted by Council on June 21, 2011. This impact fee will not show direct project expenditures, but will be used to pay down long-term debt associated with the Surface Water Supply Project in the coming years. This impact fee allows for the development community to pay their fair share of the capacity designed within the Surface Water Supply project to support future growth in the community. For FY2016, we collected approximately $655,000 from this impact fee.

The nature of AB1600 funds is such that timing of receipt of revenues and construction of the related capital projects rarely coincide. Ideally, revenues will be collected over time and accumulated until a development related project is needed; in years of construction, accumulated reserves will be used up. For many years it was the City’s practice to construct projects in advance of collecting sufficient funds through borrowing from other city funds, or by issuing long term external debt. This practice has resulted in some of the AB1600 funds operating with very large deficit balances. In response to the financial imbalances, the City adopted a Budget & Fiscal Policy in 2009 that states:

- Discontinue the practice of internal borrowing between enterprise and categorical funds; funding for capital projects must be determined based on the available resources within each fund to meet its cash payment or debt service requirements and strategies to balance each fund and implement fund integrity

should be continued.
- Discontinue the practice of issuing bonds or desired capital improvements based on projected development and the collection of impact fees associated with development. This source of revenue is dependent on the level of economic activity within the region and is uncertain and unstable.

While expenditures on major capital projects have been delayed or altogether cancelled in the Capital Improvement Plan, the City is still required to pay continuing annual debt service for debt that was secured by impact fee revenues prior to the adoption of the Budget & Fiscal Policy. In addition, the City's AB1600 impact fee revenues have been very volatile due to the unpredictability in residential and commercial development these past seven years. Further complicating the revenue/expenditure imbalance is the significant reduction of the development impact fees that occurred in December 2008.

Although development fee revenues for FY 2016 decreased approximately 5% since last year, they are more than six times higher than they were five years ago. For the second year since 2008, our revenues are higher than our on-going expenses for debt service and project costs. Although this is great news, it is important to note that our development impact fee revenue is still <u>half</u> of what it was in 2008.

For FY 2016, total revenues from the AB1600 funds exceeded expenditures by approximately $1.6 million. This positive balance is due to an increase in housing development, lower debt service payments due to refunding, and very conservative programming of capital improvement projects that utilize impact fees. There are two impact fee funds that continue to run large deficit balances, the sewer and park development fee funds. To date, Measure E has loaned the park impact fee fund more than $8.8 million to cover debt service related to the construction of the Community & Senior Center and Sports Park facilities. Eventually, as development continues and the bonds are paid off, the park development fee fund will need to reimburse Measure E for the long-term loan.

The other fund with a large imbalance is the wastewater development fund which also has significant on-going obligations related to debt service payments. Although the debt service owed by the wastewater development fund continues to be tracked within the development fund, the sewer rates approved by Council in November 2013 are sufficient to cover this on-going debt service requirement until such time as the wastewater development fund can pay its share of debt service and begin repayment to the sewer enterprise fund. With the adopted sewer rates in place, we have been able to refund the outstanding debt to a lower interest rate thus reducing the overall cost of debt service.

The other funds with deficit balances are the police, fire, storm drainage and road development fee funds. With the exception of storm drainage, all of these funds improved in FY2016. With continued new development and contained spending, progress towards bringing these funds into balance will continue.

Staff has begun reviewing and updating our impact fee program with the intention to better align the development assumptions assumed in the fee program with the growth rates we are currently experiencing and anticipate for the next several years. Once the General Plan is complete, a full, comprehensive update of the impact fee program will be completed.

<u>Conclusion</u>

Staff recommends that the City Council adopt Resolution No _____, accepting the AB1600 Annual Report for the year ended June 30, 2016.

Prepared by: Kim McKinney, Finance Officer

Paul Navazio, City Manager

Attachment: Resolution
AB1600 Annual Report for FY 2016

RESOLUTION NO __________

A RESOLUTION OF THE CITY OF WOODLAND ACCEPTING THE FISCAL YEAR 2015/16 ANNUAL REPORT OF DEVELOPMENT FEES (AB1600 REPORT)

WHEREAS, the City of Woodland imposes fees to mitigate the impact of development pursuant to Government Code sections 66000 et seq.; and

WHEREAS, said fees collected are deposited into a special and separate capital fund for each type of improvement funded by development fees; and

WHEREAS, the City maintains separate funds for general city, parks and recreation, police, fire, library, surface water, storm drainage, roads, water, and wastewater; and

WHEREAS, the City is required within 180 days after the last day of each fiscal year to make available to the public information for the fiscal year regarding these fees under Government Code section 66006; and

WHEREAS, City staff has prepared a report ("AB1600 Report") that contains the information required by Government Code section 66006, a copy which is attached hereto as Exhibit "A"; and

WHEREAS, no interfund transfers or loans were made from any of the accounts identified in the AB1600 Report; and

WHEREAS, there were no refunds of development impact fees collected pursuant to Government Code §66001(e), nor were there any allocations of unexpended revenues collected pursuant to Government Code §66001(f); and

WHEREAS, no interested persons have requested notice of the AB1600 Report; consequently no notices of the availability of the AB1600 Report were mailed.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES RESOLVE AS FOLLOWS:

Section 1. Findings. The City Council of the City of Woodland hereby finds and adopts as follows:

A. In accordance with Government Code section 66006, the City has conducted an annual review of its development impact fees and capital improvement program and the City Council has reviewed the AB1600 Report attached hereto as Exhibit A and incorporated herein by this reference.
B. The funds have been and shall be used for the purposes stated in said reports and are necessary to mitigate impacts resulting from development in the City and

further finds that there is a reasonable relationship between the use of the fees and type of development project upon which the fee is imposed.

C. The City Council hereby approves, accepts and adopts the AB1600 Report.
D. The AB1600 Report is available for public review on the City's website, at the City Clerk's office and upon request.

Section 2. Effective Date. The resolution shall take effect immediately upon adoption.

Section 3. Severability. If a section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution.

The City Council hereby declares that it would have passed this Resolution and each section, subsection, phrase or clause thereof irrespective of the fact that any one or more sections, subsections, phrases or clauses by declared unconstitutional on their face or as applied.

PASSED AND ADOPTED this 20th day of December 2016, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Angel Barajas, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

FUND 584 - WATER DEVELOPMENT FUND

Water Development Fee Description

Water Development fees are used to build new capacity in the water infrastructure system as related to the impact of growth on the City.

Water Development Fee Schedule

Category	Basis	Fee
Single Family Residential- Infill	Unit	$ 567
Single Family Residential- Downtown	Unit	$ 567
High-Density Single Family	Unit	$ 348
Age-Restricted Single Family	Unit	$ 341
Multi-family Residential	Unit	$ 348
Age-Restricted Multi-family	Unit	$ 277
Retail	Sq Ft	$ 0.14
Service	Sq Ft	$ 0.15
Office	Sq Ft	$ 0.10
Industrial	Sq Ft	$ 0.14
Downtown Retail	Sq Ft	$ 0.14

Water Development Fund Collections & Expenditures

			Fiscal Year 2012	2013	2014	2015	2016
Beginning Balance**			$ 1,083,407	$ 1,035,430	$ 1,000,123	$ 1,000,178	$ 1,051,162
REVENUES							
Development Fees			18,487	38,736	69,730	120,740	125,336
Interest Earnings			3,509	-	124	42	(11)
Total Revenue			**21,996**	**38,736**	**69,854**	**120,783** -	**125,325**
EXPENDITURES							
MPFP #	Program	Title					
WTR-9	0101	County Well Acquisition	-	-	-	-	
WTR-139	0807	Surface Water Project	-	-	-	-	
	9000	Force Account	69,973	74,043	69,799	69,799	69,799
Total Expenditures			**69,973**	**74,043**	**69,799**	**69,799**	**69,799**
Excess(deficiency) revenues over expenditures			(47,977)	(35,307)	55	50,983	55,526
Total Available Fund Equity at June 30			**$ 1,035,430**	**$ 1,000,123**	**$ 1,000,178**	**$ 1,051,162**	**$ 1,106,688**

** Beginning balance does not include long-term advance of pre-1991 fungible monies to the Storm Drain Enterprise Fund ($2,286,342). These monies are not subject to the requirements of AB1600 and are not available

Conclusion: No fees have been held unexpended for more than five years; no refunds required

Note: Beginning in FY2012, the Total Fund Equity will not match the CAFR due to a large transfer out to Fund 581 ($1,085,372). This transfer was done for financial accounting puposes and is considered a long term loan from the Water Development Fund.

Prior year numbers have been adjusted to tie to audited financials. Often timing of the reporting and receipt of final audit will differ.

File #: 16-876, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Annual Measure E Report for Fiscal Year Ending June 30, 2016

Recommendation for Action: Staff recommends that the City Council approve the Annual Measure E Report for Fiscal Year Ending June 30, 2016 and direct staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

Staff Contact

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

Council Goal

This recommendation is consistent with the City's goals for fiscal responsibility and governance. Annual reporting of revenues and expenditures for a voter approved supplemental sales tax provides enhanced accountability and transparency to the community.

Fiscal Impact

This is an informational report, and therefore does not result in any fiscal impact; however, the report provides an accounting of the Measure E (1/2 cent sales tax) receipts and expenses for the fiscal year ending June 30, 2016. Per City Council direction, the Measure E spending plan is reviewed by Council annually, in advance of the development of the City's capital budget.

Background

On June 6, 2006, the Woodland voters approved Measure E (MSE), which extended the ½ cent supplemental sales tax collected within the boundaries of and for the benefit of the City of Woodland. Additionally, the voters approved three advisory measures outlining the types of projects for which proceeds from MSE would be spent:

- Measure B, approved by 66.8% of voters, allocated a minimum of $30.2 million or 45% of MSE for road rehabilitation;
- Measure C, approved by 69.37% of voters, approved funding for Community and Senior Center Phase II, Sports Park and renovation and improvements of parks, recreation facilities and pools;
- Measure D, approved by 53.4% of voters, approved funding for expansions of the Library, City Hall and the Opera House.

On February 6, 2007, the City Council adopted the initial MSE spending plan, which provided the allocation of total anticipated MSE revenues in a manner consistent with legal restrictions, advisory measures, and Council policy direction. Included with the spending plan was a resolution calling for preparation of an annual financial report and an updated bi-annual spending plan. The first annual financial report was provided to Council in September 2007 and subsequently each year with the most recent financial report presented on December 1, 2015. The Council adopted a revised MSE spending plan at the April 19, 2016 meeting.

Discussion

The following table includes a summary of the budget uses as adopted in the 2016 MSE spending plan, and the FY 2016 expenditures. Final revenues from MSE sales tax for FY 2016 were $4,980,823, which is about 7.5% more than what was anticipated when the spending plan was approved.

Project Description	Approved Spending Pl Total Budge	Life to Dat Expenditure	FY 2015/16 Expenditure
Rehabilitation, Renovation & Improvements			
Roads	$ 20,755,717	$ 11,278,114	$ 1,466,384
Parks/Ball Fields/Pool	$ 4,645,409	$ 4,584,674	$ 64,838
Library Repair	$ 273,688	$ 273,688	$ -
Opera House/State Theater	$ 1,343,716	$ 1,467,416	$ 556,620
Construction Projects			
Community & Senior Center Ph. II/Sports Park	$ 7,255,105	$ 6,791,308	$ 360,261
Library Facility Improvements	$ 600,000	$ 89,189	$ 77,845
Civic Center Expansion	$ 329,455	$ 329,455	$ -
Reserve	$ 1,676,980	$ -	$ -
Long Term Loan for Debt Servcie on CSC/Sports Park	$ 12,340,844	$ 8,179,596	$ 1,000,834
TOTAL	$ 49,220,914	$ 32,993,440	$ 3,526,782

Note: Bond proceeds are not included as revenue, nor are the expenditure of those proceeds included in the life to date or FY 2016 expenditure amounts. The expenditure amounts in this table represent the debt service for those bonds, which is the accurate expense of MSE funds for those projects. The project overhead amounts are included in the amount shown for roads.

Conclusion

Staff recommends that the City Council approve the Annual Measure E Report for Fiscal Year Ending June 30, 2016 and direct staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

Prepared by: Kim McKinney, Finance Officer

Paul Navazio, City Manager

File #: 16-877, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Annual Measure J Report for Fiscal Year Ending June 30, 2016

Recommendation for Action: Staff recommends that the City Council approve the Annual Measure J Report for Fiscal Year Ending June 30, 2016 and direct staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

Staff Contact

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

Council Goal

This recommendation is consistent with the City's goals for fiscal responsibility and governance. Annual reporting of revenues and expenditures for a voter-approved supplemental sales tax provides enhanced accountability and transparency to the community.

Fiscal Impact

This is an informational report, and therefore has no direct fiscal impact. However, the report provides an accounting of the use of approximately $2.46 million in Measure J (1/4 cent sales tax) revenues collected during fiscal year 2015/16.

Background

In January 2014 the City Council authorized placing the reauthorization of a ¼ cent sales tax before the voters for the June 2014 election. Measure J (MSJ) was approved with 68% of the Woodland vote. Companion advisory measures K, L, M and N were also approved by overwhelming margins. The companion measures were intended to guide the City Council in the allocation of the resources generated by MSJ for general city services, programs and facilities for a period of eight years as follows:

- Measure K, approved by 65.5% of voters, provides 60% of the additional sales tax received to expand and enhance youth and teen programs and facilities;
- Measure L, approved by 66.4% of voters, provides 20% of the additional sales tax for the Woodland Public Library to enhance educational and youth literacy programs and expand hours of operation;
- Measure M, approved by 70.1% of voters, provides 15% of the additional sales tax to enhance public safety through expanded crime prevention programs such as Neighborhood Watch and services

supporting at-risk youth including gang intervention strategies;
- Measure N, approved by 53.6% of voters, provides 5% of the additional sales tax to support a city water and sewer utility ratepayer assistance program for low-income residents.

Discussion

The goals/objectives of MSJ are to expand activities for youth and teens; increase literacy and academic achievement; enhance public safety; provide dedicated funding for the Utility Assistance Program; and to encourage youth engagement through a variety of new programs. Throughout FY 2016, programs and services were developed and offered to the community in the following areas:

Youth Programming
- Afterschool programs at both middle schools
- Clubs/leagues for middle school youth during the summer
- Waive Per-player fees for youth sports

Library Programming
- Continues increased hours of operation from 44 hours a week to 51 hours per week
- Funds children and teen programming
- Expanded children and teen collection including current print and electronic material

Crime Prevention
- Restored crime prevention program including Neighborhood Watch program
- Expanded Volunteers in Policing program
- Restored youth diversion program

Actual MSJ revenue received was $2,467,809, 5% higher than budgeted. The table below shows the planned and actual allocation of MSJ for FY 2016:

	Advisory Measures	Approved MSJ Spending for FY 15/1(	% of Total Revenue Estimate	Actual MSJ Expenditure FY15/16
Youth Programming	60%	$1,333,839	54%	$ 1,010,691
Library Programming	20%	$ 434,207	17%	$ 439,387
Crime Prevention/Youth-At-Risk	15%	$ 274,800	11%	$ 269,760
Utility Assistance Program	5%	$ 199,620	8%	$ 192,866
Unallocated MSJ		$ 239,675	10%	
Total MSJ Revenue		$2,482,141		$ 1,912,704

MSJ revenue that was unallocated and/or unspent will remain as fund balance for additional programming opportunities in future years.

Conclusion

Staff recommends that the City Council 1.) Approve the Annual Measure J Report for Fiscal Year Ending June 30, 2016 and 2.) Direct staff to publish the required excerpts of the report in the Daily Democrat and on the City's website.

Prepared by: Kim McKinney, Finance Officer

Paul Navazio, City Manager

300 First Street
Woodland, CA 95695

City of Woodland

Legislation Text

8.

File #: 16-878, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Adoption Resolution Authorizing the City Engineer or Designee to execute State and Federal Program Supplement Agreements

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Engineer or Designee to execute State and Federal Program Supplements for Master Agreements.

Staff Contact

Sara Andreotti, Engineering Technician - (530) 661-5951, sara.andreotti@cityofwoodland.org

Fiscal Impact

There's no impact to the General Fund associated with this Council action. Separate Council action will be required to allocate project matching funds for specific individual projects during the capital project process. Delegation of the authority for the State and Federal Program Supplements for Master Agreements to the City Engineer or designee does not include the authority to allocate funds.

Discussion

In order to use State and Federal Funding, execution of Program Supplements to revised Federal agreements are required for each project. Program Supplements are project specific and indicate individual project requirements.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Engineer or Designee to execute State and Federal Program Supplements for Master Agreements.

Prepared by: Sara Andreotti, Engineering Tech

Reviewed by: Ken Hiatt, Community Development Director

Paul Navazio

Paul Navazio, City Manager

Attachment: Resolution

RESOLUTION NO. ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO AUTHORIZE THE CITY ENGINEER OR DESIGNEE TO EXECUTE STATE AND FEDERAL PROGRAM SUPPLEMENT AGREEMENTS, FUND EXCHANGE AND FUND TRANSFER, COOPERATIVE WORK AGREEMENTS (CWA) AND ANY OTHER MODIFICATIONS AND AMENDMENTS TO THE MASTER AGREEMENTS BETWEEN THE CITY AND THE CALIFORNIA DEPARTMENT OF TRANSPORTATION.

WHEREAS, the City of Woodland is responsible for the maintenance and upgrade of the City's transportation system; and

WHEREAS, the City establishes various projects to maintain and upgrade the City's transportation system; and

WHEREAS, the City of Woodland is eligible to receive Federal and/or State funding for certain transportation projects, through the California Department of Transportation; and

WHEREAS, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements need to be executed with the California Department of Transportation before such funds could be claimed; and

WHEREAS, the City wishes to authorize the city engineer or designee to execute state and federal program supplement agreements, fund exchange and fund transfer, cooperative work agreements (CWA) and any other modifications and amendments to the master agreements between the city and the California Department of Transportation.

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

Section 1. The City Council hereby authorize the city engineer or designee to execute state and federal program supplement agreements, fund exchange and fund transfer, cooperative work agreements (CWA) and any other modifications and amendments to the master agreements between the city and the California Department of Transportation.

PASSED AND ADOPTED this 20th day of December 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Angel Barajas, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

Legislation Text

9.

File #: 16-863, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Systemic Safety Analysis Report Program (SSARP) State Grant

Recommendation for Action:
Staff recommends that the City Council adopt Resolution No.______, to accept the Systemic Safety Analysis Report Program (SSARP) State Grant Funding in the amount of $180,000, appropriate matching funds from Measure E in the amount of $20,000, amend the FY 2016/17 Capital Budget to include the 2017 Corridor Safety Study Project, CIP #17-17.

Staff Contact

Sara Andreotti, Engineering Tech - (530) 661-5951, sara.andreotti@cityofwoodland.org

Fiscal Impact

The City was awarded a $180,000 grant from the California Department of Transportation for the Corridor Safety Study Project. This grant requires a 10% local match or $20,000. Funding for this match is available within FY2016/17 Measure E revenue and will be appropriated as new funding for the project upon Council approval.

There is no impact to the General Fund.

Discussion

On July 15, 2016, the City of Woodland was awarded $180,000 in Systemic Safety Analysis Report Program (SSARP) funding, after competing with other agencies statewide. This year, $10 million from the Highway Safety Improvement Program (HSIP) was set aside and exchanged for state funds to implement the Systemic Safety Analysis Report Program (SSARP).

The intent of the SSARP is to assist local agencies in identifying safety issues on their roadway networks and developing systemic, low-cost countermeasure projects. This study and the identified projects can then be used to prepare future HSIP and other safety program grant applications.

Staff anticipates advertising a Request for Qualifications (RFQ) for consultants experienced in performing similar studies. It is anticipated that the RFQ advertisement will occur shortly after Council action to amend the Capital budget.

The 2017 Corridor Safety Study Project includes a study and analysis report to determine possible safety enhancements along some corridors throughout the city. Main Street, Gibson Road, Matmor Road, Court Street, East Street and West Kentucky Avenue were included in the grant application. The study will evaluate speeding and aggressive driving, intersection and interchange safety, and evaluate roadway access locations with the highest collision rates. The report will also look at bicycle and pedestrian safety issues.

Conclusion

Staff recommends that the City Council adopt Resolution No.______, to accept the Systemic Safety Analysis Report Program (SSARP) State Grant Funding in the amount of $180,000, appropriate matching funds from Measure E in the amount of $20,000, amend the FY 2016/17 Capital Budget to include the 2017 Corridor Safety Study Project, CIP #17-17.

Prepared by: Sara Andreotti, Engineering Tech
Reviewed by: Brent Meyer, City Engineer
Ken Hiatt, Assistant City Manager - Community and Economic Development

Paul Navazio, City Manager

ATTACHMENTS:
Attachment A - Resolution

RESOLUTION NO. ______

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT THE SYSTEMIC SAFETY ANALYSIS REPORT PROGRAM (SSARP) STATE GRANT AND APPROVE AN AMENDMENT TO THE FY 16/17 CAPITAL BUDGET TO INCLUDE THE 2017 CORRIDOR SAFETY STUDY PROJECT, CIP 17-17, , AND APPROPRIATE MATCH FUNDS FROM MEASURE E.

WHEREAS, the City of Woodland applied for and has received a Safety Analysis Report Program (SSARP) State Grant in the amount of $180,000 from the Department of Transportation; and

WHEREAS, the City wants to accept the Systemic Safety Analysis Report Program (SSARP) State Grant Fund in the amount of $180,000; and

WHEREAS, the City wishes to amend the FY 16/17 Capital Budget to include the 2017 Corridor Safety Study Project, CIP 17-17; and

WHEREAS, the SSARP State Fund requires a $20,000 City cost share; and

WHEREAS, the City wishes to fund the 2017 Corridor Safety Study Project, CIP 17-17 with a budget appropriation in the amount of $20,000 from the Measure E Fund.

WHEREAS, the City Council wishes to approve the additional budget appropriation through the adoption of this Resolution.

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

<u>Section 1</u>. The City Council hereby accepts the Systemic Safety Analysis Report Program (SSARP) State Grant in the amount of $180,000.

Section 2. The City Council hereby approves the amendment to the FY 16/17 Capital Budget to include fund the 2017 Corridor Safety Study Project, CIP 17-17.

Section 3. The City Council hereby approves appropriation in the amount of $20,000 from the Measure E to fund the 2017 Corridor Safety Study Project, CIP 17-17.

PASSED AND ADOPTED this 20th day of December 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Angel Barajas, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

File #: 16-839, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Spring Lake Park N1 Project, CIP 17-10; Approve Plans and Specifications and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, approving the plans and specifications and authorizing bid advertisement for the Spring Lake Park N1 Project, CIP 17-10.

Staff Contact

Clara Olmedo, Associate Engineer - (530) 661-5824, clara.olmedo@cityofwoodland.org

Fiscal Impact

The Spring Lake N1 Park Project, CIP 17-10 is fully funded in the Capital Budget in the amount of $500,000.

Based on the proposed plans, the Engineers opinion of construction cost is $450,000.

Background

The Spring Lake Specific Plan includes neighborhood parks that are triggered by the number of building permits issued and are funded through Park SLIF fees paid by the Spring Lake developers at the time of construction.

The first neighborhood park was built in 2010 and is known as Jack Slaven Park. Current development activity has triggered the second neighborhood park, Rick Gonzalez Sr. Park along Meikle Avenue is scheduled to be built in spring 2017.

Park N1 is located on Osborn Drive and Shellhammer Drive and is part of the Cal West subdivision west of Harry Lorenzo Avenue. The Development Agreement for Cal West obligates the developer to fund construction of a 2-acre portion of Park N1.

Additionally, the Development Agreement obligated the developer to fund $15,000 for the development of a master plan. The contribution to these initial park improvements was limited to $500,000 and was subject to reimbursement with Park SLIF fees. Improvements to the remaining 6 acres of park are subject to availability of sufficient Spring Lake Park SLIF fees to complete construction of the remaining improvements.

The first phase of the park is anticipated to open in the summer of 2017.

Discussion

The City hired Callander Associates to complete a master plan that included the Specific Plan amenities as well as other City preferred amenities. The City presented the master plan for the park at several public meetings.

The park improvements will be constructed in two phases as shown in the Master Plan Phasing Plan attachment.

The first phase of the park includes:

- 2-acre improvement area
- Multi-use turf area
- Playground area and equipment for young children (ages 2-5)
- Small picnic area

Second phase includes:

- Playground area and equipment for elementary aged children
- Restroom and maintenance shed
- Group picnic shelter and other small picnic areas
- Native planting mounds throughout park
- Paved and decomposed granite paths with connections to adjoining greenbelt
- Benches, pathway lighting, drinking fountains
- Softball size field
- Half-basketball court

Upon Council authorization the project bids will be solicited with an approximate bid opening in February. Staff anticipates construction beginning in the spring of 2017 and the park to open summer 2017.

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, approving the plans and specifications and authorizing bid advertisement for the Spring Lake Park N1 Project, CIP 17-10.

Prepared by: Clara Olmedo, Associate Engineer

Reviewed by: Brent Meyer, City Engineer
Ken Hiatt, Assistant City Manager - Community and Economic Development

Paul Navazio, City Manager

ATTACHMENTS: Attachment A - Resolution
Attachment B -Park Phasing Masterplan

RESOLUTION NO. ______

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING BID ADVERTISEMENT, FOR THE SPRING LAKE PARK N1 PROJECT, CIP 17-10

WHEREAS, the City of Woodland has $500,000 in the Capital Budget to construct the project, referred to as the Spring Lake Park N1 Project, CIP 17-10 (the "Project"); and

WHEREAS, the City Council approved the Master plan and approved the consultant agreement to design the park on December 15, 2015; and

WHEREAS, the City Council desires to construct the Project;

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

Section 1. The City Council hereby approves the plans and specifications for the Spring Lake Park N1 Project, CIP 17-10, which are available and on file with the City Clerk.

Section 2. The City Council authorizes City staff to advertise the Spring Lake Park N1 Project, CIP 17-10 for bids.

PASSED AND ADOPTED this ________ day of ___________ 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Angel Barajas, Mayor

ATTEST:

____
Ana B. Gonzalez, City Clerk

PARK N1 MASTER PLAN

PHASING PLAN

10/1/15

Callander Associates

Landscape Architecture
Park and Recreation Design
Neighborhood Parks

0 15' 30' 60'

SPRINGLAKE N1 PARK

City of Woodland

Legislation Text

11.

File #: 16-871, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016

SUBJECT: Expansion of Community Choice Energy Advisory Committee

Recommendation for Action: Staff recommends that the City Council (1) approve the attached amendment of Resolution No. 6753 regarding the size and membership of the Community Choice Energy (CCE) Advisory Committee, and (2) approve for committee membership the individuals recommended herein.

Staff Contact

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

Fiscal Impact

There is no fiscal impact associated with this action.

Background

Community Choice Energy (CCE)-also called Community Choice Aggregation-enables local governments to procure and/or develop power on behalf of their public facilities, residents, and businesses. The aims are to increase local choice in energy supply and provide electricity with high renewable energy content (50% or more) at electric rates that are competitive with those of the incumbent investor-owned utility (IOU), such as PG&E. While a CCE program determines the sources of its power supply, sets customer rates, and develops programs and incentives, the IOU continues to deliver the energy, maintain infrastructure, read meters, and bill the customers. Participation in a CCE program has the potential to provide substantial economic benefits through the provision of favorable electricity rates and incentive programs tailored to local needs. All IOU customers are automatically enrolled in a CCE program but any may opt out of the program at any time. Several CCE programs are already established in California. Additional background information on CCE programs is provided in staff reports presented at the September 20, 2016 and November 1, 2016 City Council meetings.

The City of Davis and Yolo County have formed a Joint Powers Agency to jointly develop a local CCE program under the name Valley Clean Energy Alliance (VCEA), with the aim of beginning operations in 2017. The City of Davis and Yolo County have encouraged Woodland to join the VCEA, and a City Council sub-committee was designated earlier this year to evaluate possible participation. Recognizing that the evaluation can be accelerated and enhanced with the assistance of a community-based ad hoc advisory committee, the City Council on November 1 approved the formation of such a committee. On November 15, the City Council adopted Resolution No. 6753 formally establishing the committee purpose, membership, and operation; the Council at that time also appointed six community members to serve on the committee. However, while adopting the resolution, Council members also suggested increasing the maximum size of the committee as stated in the resolution and expanding the membership to include several representatives of local industries and other larger power users.

Discussion

The City Council on November 15 appointed the following individuals to the committee: Mark Aulman, Kevin Cowan, Tom Flynn, Phil Hogan, Bill Marcus, and Christine Shewmaker. Bill Marcus subsequently asked to be removed due to conflict of interest.

Since November 15, five individuals representing entities recommended by the Chamber of Commerce and City Council sub-committee members have agreed to serve on the advisory committee, and one additional community member has expressed interest in serving as well. Staff recommends that the Council approve these individuals for committee membership, bringing the membership total to eleven:

- Maria Armstrong - Superintendent, Woodland Joint Unified School District
- Jim Gillette - finance Director, Yolo County Housing; Member, Chamber of Commerce Board of Directors
- Mark James - Dignity Health Director of Facilities, POM, Safety, Security, EM, Plant Operations and Maintenance
- Elisabeth Robbins - Retired family therapist, community participant on City Council Sustainability Committee
- Ralph Solorio - Facility Manager, Rite Aid Distribution
- Erick Watkins - Pacific Coast Producers Environmental Health & Safety

Attached to this staff report is a proposed amendment to Resolution 6753, which would expand the committee size and representation.

Conclusion

Staff recommends that the City Council (1) approve the attached amendment of Resolution No. 6753 regarding the size of the Community Choice Energy (CCE) Advisory Committee, and (2) approve for committee membership the individuals recommended herein.

Prepared by: Roberta Childers, Environmental Sustainability Manger

Reviewed by: Gregor G. Meyer, Public Works Director

Paul Navazio, City Manager

Attached: Amendment 1 to Resolution No. 6753

RESOLUTION NO. 6753

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CREATING A COMMUNITY CHOICE ENERGY ADVISORY COMMITTEE

AMENDMENT 1

WHEREAS, the City Council wishes to expand the size of the ad hoc Community Choice Energy (CCE) Advisory Committee and include members representing large power users, which requires an amendment to Resolution, adopted by the City Council on November 15, 2016.

NOW, THEREFORE, Section 2 of Resolution No. 6753 is hereby amended to read as follows:

2. Membership: The CCE Advisory Committee shall consist of at least five but no more than ~~eight~~ *fourteen* members to be appointed by the City Council. Staff shall recommend for appointment interested community members who represent a mix of expertise or special interest in electric utility systems and policy, expertise or special interest in local economic and environmental issues, *large energy users,* and knowledge of the community. Members of the Committee shall serve at the pleasure of the City Council and may be removed from the committee by a majority vote of the City Council. If all ~~eight~~ membership positions are not filled at the time of CCE Advisory Committee establishment or if one or more positions are vacated before the committee has fulfilled its purpose, the City Council subcommittee may approve, by unanimous determination, the appointment of additional or replacement members.

PASSED AND ADOPTED by the City Council this 20th day of December 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Angel Barajas, Mayor

ATTEST:

____
Ana B. Gonzalez, City Clerk

APPROVED AS TO FORM:

____
Kara K. Ueda, City Attorney

File #: 16-880, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: December 20, 2016
SUBJECT: Council Committee / Liaison Appointments

Recommendation for Action: Staff recommends that the Council provide direction relative to 2016-2018 Council appointments to Inter-Jurisdictional Boards, Liaison Committees as well as City Council sub-committees.

Staff Contact

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

Background

There are many regional and inter-jurisdictional governing boards and commissions where the City of Woodland is represented through formal appointment of one or more council members. In addition, the City Council is represented on several liaison committees that meet with counterparts from other public agencies. Finally, the City Council has also established a number of Council sub-committees to focus on specific policy areas and engage with staff and community members and assist in the development of program and policy recommendations to be considered by the full Council. Service one these boards and committees is generally considered part of the duties and responsibilities of members of the City Council and may well involve extensive time commitments in addition to attendance at regular City Council meetings.

Discussion

Following the municipal elections every even-numbered year, the Council is reconstituted and appointments are updated for Council membership and participation on various boards and commissions. In addition, the Council has established a series of inter-jurisdictional joint meetings and sub-committees for which up to two Council members are designated as City Council representatives. Several of these appointments require both primary and “alternate” designees in order to ensure City of Woodland representation and/or a quorum of the board or commission.

While formal appointment of Council members to selected boards and commissions would be appropriate in order to address vacancies that have been created by the Council transition following the November 2016 election, the Council may wish to defer assignments to some or all of the current Council sub-committees pending the organizational discussion scheduled to take place as part of the City Council retreat in mid-January.

Conclusion

Staff recommends that the Council provide direction relative to 2016-2018 Council appointments to Inter-Jurisdictional Boards, Liaison Committees as well as City Council sub-committees.

Prepared by: Ana B. Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment: 2016-18 Council Assignment Matrix (DRAFT)

CITY OF WOODLAND
CITY COUNCIL APPOINTMENTS - 2014-2016
Adopted by Council August 23, 2016

INTER-JURISDICTIONAL BODIES	BARAJAS	DAVIES	FERNANDEZ	RODRIGUEZ	STALLARD	MEETING DATES	MEETING TIME
LOCAL AGENCY FORMATION COMMISSION (LAFCO) (1)							
SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG)						3rd Thursday	9:00 a.m.
YOLO COUNTY TRANSPORTATION DISTRICT (YCTD)						2nd Monday	7:00 p.m.
YOLO COUNTY HOUSING AUTHORITY (2)						3rd / 4th Thursday	2:00pm
YOLO SOLANO AIR QUALITY MANAGEMENT DISTRICT (YSAQMD)						2nd Wednesday	9:00 a.m.
WATER RESOURCES ASSOCIATION OF YOLO COUNTY (WRA)						5 x per yr and as needed on Monday	3:00 PM
WOODLAND/DAVIS CLEAN WATER AGENCY (JPA)						3rd Thursday	3:00 p.m.
SAC / YOLO VECTOR CONTROL AND MOSQUITO ABATEMENT DISTRICT						3rd Tuedsay	10:00am
YOLO COUNTY NATURAL COMMUNITIES CONSERVATION PLAN (JPA)						3rd Monday	5:30 PM

LIAISON APPOINTMENTS	BARAJAS	DAVIES	FERNANDEZ	RODRIGUEZ	STALLARD	MEETING DATES	MEETING TIME
YOLO COUNTY 2X2						4th Thursday	4:00 p.m.
WJUSD/WOODLAND COMM COLLEGE 3X2X2						2nd Wednesday	8:00 a.m.
CHAMBER OF COMMMERCE 2X2						1st Friday	8:30 AM
YCVB 2x2 (3)	One representative from each of Economic Development and Downtown Sub-Committees (per Reso. 6190)					On-call	
LIBRARY 2X2 (4)						On-call	
YGRIP (Youth Gang Reduction and Intervention) (5)						On-call	
LEAGUE OF CALIFORNIA CITIES - VOTING DELEGATE						League of Cities / Annual Conference	

STANDING COMMITTEES	BARAJAS	DAVIES	FERNANDEZ	RODRIGUEZ	STALLARD	MEETING DATES	MEETING TIME
ECONOMIC DEVELOPMENT SUB-COMMITTEE						On-call	
DOWNTOWN REVITALIZATION SUB-COMMITTEE						On-call	
SUSTAINABILITY COMMITTEE						On-call	
INFRASTRUCTURE SUB-COMMITTEE						On-call	
PUBLIC SAFETY SUB-COMMITTEE (6)						On-call	
FLOOD/WATER COMMITTEE						On-call	
RAIL RELOCATION COMMITTEE						On-call	
HOMELESS SUB-COMMITTEE						On-call	
AD HOC Sub-Committee							
MARIJUANA SUB-COMMITTEE (PROP 64)						On-call	
COMMUNITY CHOICE ENERGY (CCE)							
COMMISSION APPOINTMENTS						On-Call	

NOTES:
1) LAFCO - City board seats rotate ; Eff. 5/2/2016 Council Member Barajas assumed office as Alt
2) Housing Authority ~~- Mayor serves as ex-officio member of Board of Commissioners~~
3) YCVB - Membership consists of one member from each ED and DWNTN Sub-Committees
4) Library 2x2 - Re-establishing 2x2 for 2014-2016
5) YGRIP - Appointment as Council liaison to YGRIP Steering Committee
6) Public Safety- New City Council Sub-committee proposed for 2014-2016
7) Council Member Davies was appointed to the Flood Water Committee eff. August 23, 2016