



City of Woodland

City Hall
300 First Street
Woodland, CA 95695

Meeting Agenda

City Council

Tuesday, February 7, 2017

6:00 PM

Council Chambers

CITY COUNCIL CLOSED SESSION 5:30PM

A. CALL TO ORDER

B. CLOSED SESSION

B.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS

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

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

NEGOTIATING PARTIES: Housing Authority of the County of Yolo

UNDER NEGOTIATION: Price and terms of payment

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY

FEBRUARY 7, 2017

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.

[17-199](#) 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

[17-142](#) SUBJECT: Parks & Recreation Commission Meeting Minutes for October 24, 2016

Recommendation for Action: Staff recommends that the City Council receive the October 24, 2016 Parks & Recreation Commission Minutes that were approved on January 23, 2017.

Attachments: [102416 Minutes](#)

[17-143](#) SUBJECT: Commission on Aging Meeting Minutes for November 17, 2016

Recommendation for Action: Staff recommends that the City Council receive the November 17, 2016 Commission on Aging Minutes that were approved on January 12, 2017.

Attachments: [111716 Minutes](#)

[17-148](#) SUBJECT: Planning Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the minutes of the Planning Commission meeting of November 17, 2016.

Attachments: [A - November 17, 2016 Meeting Minutes](#)

G. PRESENTATIONS

1. [17-198](#) SUBJECT: Proclaim February as Black History Month

Recommendation for Action: Staff recommends that the City Council proclaim the month of February 2017 as "Black History Month".

Attachments: [BlackHistory Proclamation](#)

2. [17-197](#) SUBJECT: Proclaim February 26, 2017 as Spay Day 2017

Recommendation for Action: Staff recommends that the City Council proclaim February 26, 2017 as "Spay Day 2017".

Attachments: [2017SD Flyer-WEB](#)

[2017SD Flyer-WEB-SPANISH](#)

H. CONSENT CALENDAR

3. [16-867](#) SUBJECT: Community Care Car License Agreement

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a License Agreement with the Community Care Car organization.

Attachments: [RESOLUTION 2](#)

[final WOODLAND License Agreement with Community Care Car-c2 \(1\)](#)

4. [16-869](#) SUBJECT: Legacy Grove - Memorial Program Approval

Recommendation for Action: Staff recommends that the City Council receive an update on the Legacy Grove and adopt Resolution No. _____, Approving the Legacy Grove Memorial Program.

Attachments: [draft legacy grove brochure](#)

[Legacy Grove Resolution](#)

6. [17-134](#) SUBJECT: Proclaim March 18, 2017 as Arbor Day

Recommendation for Action: Staff recommends that the City Council approve a Proclamation declaring March 18th, 2017 as Arbor Day in the City of Woodland.

Attachments: [Arbor Day Flyer 2017](#)

[Resolution 17](#)

7. [17-140](#) SUBJECT: Community Services Department Quarterly Status Report for the period of October 2016 through December 2016

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

Attachments: [Q2 17](#)

8. [17-164](#) SUBJECT: Treasurer's Investment Report Quarter Ending December 31, 2016

Recommendation for Action: Staff recommends that City Council accept the quarterly Treasurer's Investment Report for the quarter ended December 31, 2016.

Attachments: [Q2 FY 2017 02.07.2017](#)

I. REPORTS OF THE CITY MANAGER

9. [16-854](#) SUBJECT: Update on City Boxing Program

Recommendation for Action: Staff recommends that the City Council:

- 1) receive an update on the evaluation of alternative relocation options for the City's Boxing Program,
- 2) approve the relocation of the Boxing Program to the Community and Senior Center, to space currently designated at the Youth Center or, alternatively, through conversion of Meetings Rooms 1 & 2,
- 3) Authorize appropriation of an amount not-to-exceed \$50,000 from available Measure J funds to prepare and equip the space.

Attachments: [WCSC.pdf](#)

[CSC Floor Plan.pdf](#)

[Court C Class Sched.pdf](#)

J. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Regular Meeting of the City of Woodland scheduled for February 7, 2017 was posted on February 2, 2017 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

Ana B. Gonzalez, City Clerk

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

Legislation Text

File #: 17-199, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

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

FEBRUARY 21st

REGULAR MEETING

Consent Calendar

Public Safety Quarterly Status Report

Final Acceptance for Road Maint. Improvement Project, CIP 16-01

Final Acceptance for ADA Improvement Project, CIP 16-07

Increase FY 2016/2017 Bldg Div Contract Services Budget; amend contract w/Interwest Consulting Group

2016/2017 ADA Improvement Project, CIP 17-12; Approve Plans and Specs, Authorize Bid Advertisement

Main Street/Cleveland Street Signal Intersection Improvement Project, CIP 11-27; Final Acceptance and NOC

App Contract Amend w/Confluence Eng Grp - Distribution Sys Water Quality CIP #08-07

Regular Calendar

Kentucky Avenue Project – Bid Awards

FY2016/17 Mid-Year Budget Report

YMCA Lease

Sustainable Groundwater Management Act (SGMA) Update

MARCH 3rd (8:00am – 12:00pm)

SPECIAL MEETING

City Council Retreat (Part II)

MARCH 7th

REGULAR MEETING

Minutes

City Council Meeting Minutes for February 7, 2017 and February 21, 2017

Public Hearing

Water Rate Ordinance – Prop 218 Public Hearing

Accessory Dwelling Unit Zoning Ord Update to comply w/New State

Consent Calendar

Final Acceptance Beamer Trunk Sewer Lining, CIP #16-11

Final Acceptance for Recycled Water Project, CIP #16-01

Approve Plans & Specs and Authorize Bid Adv for Dog Gone Alley, CIP 17-XX

Regular Calendar

Road Maintenance Program Update – Authorize 2017 Annual Maintenance Bid Spec

MARCH 21st

REGULAR MEETING

Consent Calendar

Regular Calendar

Spring Budget Workshop

FUTURE TOPICS / STUDY SESSIONS (TBD):

General Plan Public Hearing(s) – (April)

Regulatory Framework: Marijuana (Prop 64)

Community Choice Energy JPA / Valley Clean Energy Alliance

Affordable Housing Workshop– Part II

Legislation Text

File #: 17-142, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Parks & Recreation Commission Meeting Minutes for October 24, 2016

Recommendation for Action: Staff recommends that the City Council receive the October 24, 2016 Parks & Recreation Commission Minutes that were approved on January 23, 2017.

Staff ContactKris Bain, Community Services Program Manager, 661-2002, krista.bain@cityofwoodland.org**Conclusion**

Staff recommends that the City Council receive the October 24, 2016 Parks & Recreation Commission Minutes that were approved on January 23, 2017.

Prepared by: Kris Bain, Community Services Program Manager



Paul Navazio, City Manager

Attachment: October 24, 2016 P&R Commission meeting minutes

Parks & Recreation Commission Minutes

Monday, October 24, 2016

City Hall – 300 First Street – Council Chambers

Call to Order

The Parks & Recreation Commission meeting was called to order by Chair Jesse Salinas at 6:30 p.m. on Monday, October 24, 2016 in the Council Chambers at City Hall.

Pledge of Allegiance

Roll Call

Commission Members Present:

Commissioner Carla White-Snyder
Chair Jesse Salinas
Commissioner Leigh Ann Hartman
Vice Chair Jon-Paul Valcarengi

Commission Member Absent:

Commissioner Joe Romero
Commissioner Stephanie Miller

Staff Present:

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

Public Comment

None

Communication-Commission/Staff Statements and Requests

None

New Business

None

Committee Reports

Urban Forest

Commission Valcarengi reported that during the last monthly breakfast with Schroeder and Engel, plans were made to update the City's Tree web pages. Schroeder presented the updated web pages to the Commission reviewing the pages, programs and links. Commission discussed adding a link to the Environmental page on drought tolerant landscaping. One spelling error was found. Staff will make the suggested corrections.

Consent Calendar

September 26, 2016 Minutes

Action:

Hartman/White-Snyder seconded to approve September 26, 2016 minutes.

Motion carried by the following roll call vote:

Ayes: Salinas, White-Snyder, Hartman, Valcarengi

Noes: none

Consider Commissioner Requests for Excused Absences from Future Meetings

Commissioner Hartman requested off for the November 28, 2016 meeting. Engel will notify Commission if there will be no quorum in November.

Action:

White-Snyder seconded to excuse Commission Hartman's absence from the November 28, 2016 meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, White-Snyder, Hartman, Valcarengi

Noes: none

Staff Reports

Community Services Report

Schroeder reported that the first set of lights was installed in the shade structures at Jack Slaven Park (as a result of a public request); at John Ferns Park the new drinking fountains were installed, the removal of the rubber surface will begin and in November, weather permitting. The City Park demolition of restrooms will begin in November; weather permitting, installation of new restrooms will begin in December. Bayside Church provided 25 volunteers who planted 16 trees, and spread 7 yards of mulch in the high lots at the Woodland Cemetery. Commissioner Salinas asked if the Commission could recognize Bayside for their volunteering effort at the City Cemetery and parks. Discussion followed, the Volunteerism Committee will nominate Bayside Church and Church of Jesus Christ of Latter Day Saints for the City Council Community Service Award. Commissioner Salinas asked Schroeder about the increase of Work Orders and how many were "parent" or "child" orders. Engel responded that staff will be reviewing and removing completed work orders during the slow season. Commissioner Salinas requested a schedule for completing the work. Engel stated she would work with the Urban Forest Committee and will report back to the Commission once that has been completed. Commissioner Valcarengi asked if there was an update on cricket at Woodside Park tennis courts. Engel responded that neither City nor Woodside park's tennis courts are currently being used by cricket players. Staff believe that signage at the tennis courts limiting use to tennis is appropriate at this time instead of pursuing an ordinance that prohibits use. In addition to the other projects at Ferns Park, the top of the play structure will be painted with grant funds. Bain reported that the City had received the Helen Putnam Award from the League of California Cities for the Commit2Fit program in the category of Health and Wellness programs. At the November 1, 2016 Council meeting representatives from the League of California Cities will present the award. Bain asked the Commission to be ambassadors for Commit2Fit. November 18, 2016 Teen Skate Night, 7:30 p.m. at NorCal Indoor Skate will include free batting cages. Commissioner White-Snyder commented that the Rec2Go has become a staple at community events. Bain stated that the Youth Committee is still recruiting members with 8 members so far. Staff would like the Commission to pass the Youth Committee information on to their contacts. Movies on Main Street was moved to the Woodland Community & Senior Center on October 14th due to inclement weather. Commissioner Harman was pleased with staff choosing to move the event instead of

cancelling. Bain responded that The Good Dinosaur was geared to the younger children, 300 attended the event with 5-6 years old being the average age of the children. Next year's Movies on Main Street will be the first Friday of October and should complement the First Friday Art Walk. Commissioner Salinas invited the Youth Committee to attend the Election Day Bash in the Atrium at 625 Court Street from 4:30-8:30 p.m. on November 8, 2016. The bash is geared to 8th-12th grade students in Yolo County. Yolo County staff will give tours to show, behind the scenes of the election process. Commissioner Harman asked when the next recreation guide would be available. Bain responded that the guide should be in by mid-February in time for ReXpo on March 4, 2016. Commissioner White-Snyder stated that Councilman Davies attended a Cal Ripken board meeting. Board members voiced their appreciation for Measure J and the positive impact to programs. Commissioner Salinas responded that staff has done a great job of identifying Measure J programs.

Action: Received

Consider Tennis Grant

Engel reviewed the Tennis Grant that will provide scholarships for 48 youth. A change to this year's program will be the required deposit for the program. Last year's program had scholarship recipients not showing up for the program.

Action: White-Snyder/ Valcarengi seconded to ratify approval of the support letter for the Tennis Grant.

Motion carried by the following roll call vote:

Ayes: Salinas, Valcarengi, Hartman

Noes: none

Commissioner Hartman informed the Commission of the Woodland Recreation Fundraiser in October. The event was attended by 130 and raised \$8,800. Commissioner Hartman wanted to thank Engel, Bain and White-Snyder for their help with the event. Engel thanked Commissioner Hartman for her efforts and that it was a wonderful event.

Next Meeting October 24, 2016

Adjourn 7:45 p.m.

Action: White-Snyder/ Hartman seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, Valcarengi, Hartman, White-Snyder

Noes: none

Legislation Text

File #: 17-143, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Commission on Aging Meeting Minutes for November 17, 2016

Recommendation for Action: Staff recommends that the City Council receive the November 17, 2016 Commission on Aging Minutes that were approved on January 12, 2017.

Staff Contact

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

Conclusion

Staff recommends that the City Council receive the November 17, 2016 Commission on Aging Minutes that were approved on January 12, 2017.

Prepared by: Dallas Tringali, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director



Paul Navazio, City Manager

Attachments: November 17, 2016 Commission on Aging Meeting Minutes



Commission on Aging

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

Regular Meeting Minutes

November 17, 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

Staff: Engel, Halcon, Tringali,

Pledge of Allegiance

Consent Item

June 16, 2016 Minutes

Commissioner Campbell made a comment on the minutes. Under New Business: change, motion seconded by Commissioner Wheeler not Commissioner Campbell. Commissioner Parker made the motion to accept the October 20, 2016 with the changes; Commissioner Wheeler seconded the motion. 3/0

New Business

Consider Commissioner Requests for Excused Absences for Future Meetings

No requests for excused absences. Commissioners are not supportive of the policy to request absences from meetings to be considered an excused absence.

Regular Calendar

Work Plan

Update Work Plan in January 2017

Annual Report to Council

Report to Council in May 2017, Regan Overholt has offered to help with the report.

Speaker Series

Tringali reported that 42 people attended the last important documents workshop. Alzheimer's Association usually makes a presentation one time a year at the Senior Center. Generally, the Alzheimer's Association makes a presentation for care givers.

Handicap parking at front of WC&SC

Tringali provided an update on the possibility of adding new handicap parking at the facility; without the need for major construction. Staff identified 4 additional spaces that could be added through consultation with Community Development staff. Tringali and Commissioner Campbell will walk around the facility to look at the potential sites. Commissioner Campbell would like Measure F funds used for the addition of handicap parking at the Community & Senior Center.

Senior Resource Fair May 25, 2017

Tringali stated that staff would send out letters to past vendors in January 2017.



Commission on Aging

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

Report of the Staff

Senior Center Report

Tringali reported that the Thanksgiving Dinner is scheduled for November, 17, 2016. Over 300 people have responded that they will attend the event which makes it the largest event to date. The Santa Holiday Brunch is on December 18, 2016 at 11 a.m. Commissioner Wheeler stated that St. Johns will be the host site for the ENP lunches during the winter closure of the Woodland Community & Senior Center. Staff will post signs that the congregate lunch will be moved during the closure.

Facility Update, Senior Issues

The roof above the kitchen will be repaired. During the closure, the gymnasium and court C will be resurfaced.

Public Comment-None

Business Items for Next Meeting

Minutes

2017 Work Plan

Speaker Series

Handicap parking

Senior Resources Fair May 25, 2017

Senior Center Report

Facilities update

Next Meeting Date January 12, 2017

Adjourn

Commissioner Wheeler made the motion to adjourn the meeting at 3:47 p.m., Commissioner Parker seconded the motion, and motion carried 3/0.

Respectfully submitted,

Cathy Haynie, Administrative Supervisor
Community Services Department



City of Woodland

City Hall
300 First Street
Woodland, CA 95695

Legislation Text

File #: 17-148, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Planning Commission Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive the minutes of the Planning Commission meeting of November 17, 2016.

Staff Contact

Debbie Flemmer, Administrative Clerk, Community Development Department

Paul Navazio, City Manager

ATTACHMENT:

Attachment A - November 17, 2016 Meeting Minutes



City of Woodland

Meeting Minutes - Draft

Planning Commission

City of Woodland Planning
Commission
c/o Community
Development Department
300 First Street
Woodland, CA 95695
530-661-5820

Thursday, November 17, 2016

6:30 PM

Council Chambers

A. Call to Order

Meeting was called to order at 6:31 pm.

Staff Present:

Cindy Norris, Principal Planner

Jeff Ballantine, Associate Planner

B. Roll Call

Present 6:

Vice Chairman Chris Holt, Commissioner Steve Harris, Commissioner Marco

Lizarraga, Commissioner Fred Lopez, Commissioner John Murphy and

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

[16-832](#)

SUBJECT: Appeal of Zoning Interpretation for 352 and 360 West
Kentucky Avenue

DATE: November 17, 2016

RECOMMENDATION:

Staff recommends that the Planning Commission continue the public
hearing to December 1, 2016, to consider the appeal of a zoning
interpretation made by the Zoning Administrator regarding a

non-conforming industrial use at 352 and 360 West Kentucky Avenue ("Property"), in a Single Family Residential (R-1) zoning district.

A motion was made by Commissioner Lopez and seconded by Commissioner Lizarraga to continue the Appeal of Zoning Interpretation for 352 and 360 West Kentucky Avenue to the regular scheduled Planning Commission December 15, 2016 meeting.

I. Business Items

[16-778](#)

SUBJECT: Election of Officers for Chair and Vice-Chair of the Planning Commission

DATE: November 17, 2016

RECOMMENDATION:

Staff recommends that the Planning Commission:

1. Hold Elections; and
2. Vote and select among current membership, the appointments of Chair and Vice-Chair of the Planning Commission

Attachments: [A - Planning Commission Rules and Regulations excerpt.pdf](#)

A motion was made by Commissioner Lopez and seconded by Commissioner Harris to continue the Election of Chair and Vice Chair of the Planning Commission Officers to the regular scheduled Planning Commission meeting of December 15, 2016.

J. Staff or Commissioner Comments

K. Adjournment

Meeting adjourned at 6:51 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.



City of Woodland

City Hall
300 First Street
Woodland, CA 95695

Legislation Text

1.

File #: 17-198, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Proclaim February as Black History Month

Recommendation for Action: Staff recommends that the City Council proclaim the month of February 2017 as "Black History Month".

Staff Contact

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

Background

The City Council has been asked to issue a proclamation recognizing the National observance of February as "Black History Month". This recognition has been observed nationally for more than 80 years.

Prepared by: Ana B. Gonzalez, City Clerk

Paul Navazio, City Manager

Attachments

**CITY OF WOODLAND
PROCLAMATION
BLACK HISTORY MONTH – FEBRUARY 2017**

WHEREAS, Black History Month recognizes the outstanding contributions of African Americans to this Nation; and

WHEREAS, the origin of Black History Month can be traced back more than 80 years through the efforts of Carter G. Woodson, a historian and son of former slaves who founded the Association for the Study of Negro Life and History, renamed to the Association for the Study of Afro-American Life and History; and

WHEREAS, through Black History Month, national attention is shown for the contributions of black people throughout American history which continues in strength today; and,

WHEREAS, the month of February was named as Black History Month to honor the birthdays of two men who had a strong impact on the American black population, Frederick Douglass and Abraham Lincoln; and,

WHEREAS, during Black History Month Americans bear proud witness to the progress, richness and diversity of African American achievement, the strength, humanity and ingenuity of African Americans in our past, present and future.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Woodland does hereby proclaim the Month of February, 2017 as Black History Month.

Dated this 7th day of February, 2017

Angel Barajas, Mayor

Enrique Fernandez, Mayor Pro Tempore

Marlin “Skip” Davies, Council Member

Tom Stallard, Council Member

Xochitl Rodriguez, Council Member



City of Woodland

City Hall
300 First Street
Woodland, CA 95695

Legislation Text

2.

File #: 17-197, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Proclaim February 26, 2017 as Spay Day 2017

Recommendation for Action: Staff recommends that the City Council proclaim February 26, 2017 as “Spay Day 2017”.

Staff Contact

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

Background

The City Council has received a request from Jillian Hacker with the Sacramento Area Animal Coalition (SAAC) to issue a proclamation recognizing February 26 as Spay Day 2017.

Kim Kinee, SAAC Board Vice President will be present to receive the proclamation.

Prepared by: Ana B. Gonzalez, City Clerk

Paul Navazio, City Manager

Attachments



\$15 Cat Spay/Neuter

\$20 Dog Spay/Neuter*

*Priority given to pit bulls and Chihuahuas (including mixes)



With spay/neuter your pet could be healthier, wander less and behave better!

visit sacanimal.org

*starting Saturday, January 14
to apply for an appointment*

Spay Day Guidelines

Spay/neuter surgeries will take place on or around Sunday, February 26, 2017.

Surgeries will take place at participating veterinary clinics and shelters in Sacramento and Yolo Counties.

Appointments are required. Apply for an appointment online at sacanimal.org. If you don't have internet access, visit your local public library.

Volunteers will begin calling applicants to schedule appointments on Monday, January 30.

Eligibility: Open **only** to Sacramento or Yolo County residents who receive public assistance and/or have an annual household income of \$35,000 or less. Proof of income or public assistance is required. Priority will be given to pit bull and Chihuahua (including mixes) dogs. Applicants will receive instructions for submitting documentation when they complete the online application at sacanimal.org.

Limit two pets per household, dogs and cats only. Age limit applies.
See sacanimal.org for details.

**Includes vaccinations and microchip ID with lifetime registration

Spay Day Sacramento 2017 is organized by the Sacramento Area Animal Coalition · sacanimal.org



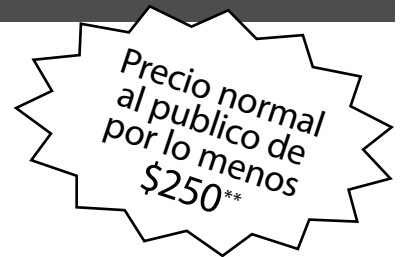


SPAY DAY 2017

Esterilización de Gatos \$15

Esterilización de Perros \$20*

*Prioridad se da a los pit bulls y chihuahuas (incluyendo mezclas)



**Sabías que tu mascota será más saludable si es esterilizada?
Su mascota puede comportarse mejor y escapar de menos.**

Visite sacanimal.org
*comenzando el sábado 14 de enero
a solicitar una cita.*

Las líneas de guía para Spay Day

Las cirugías para esterilizar los animales ocurrirán el o alrededor del domingo 26 de febrero.

Las cirugías ocurrirán en las clínicas veterinarias y refugios de animales participantes en los condados de Sacramento y de Yolo.

Se requieren citas. Usted puede solicitar una cita visitando sacanimal.org y completando una aplicación. Si usted no tiene acceso de Internet, visite su biblioteca pública local.

Los voluntarios empezar a llamar a los solicitantes programar citas a partir del lunes 30 de enero. **Los voluntarios no hablan español.**

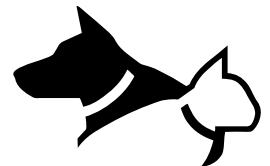
Los aspirantes deben recibir asistencia pública o tener ingresos domésticos anuales de \$35.000 o menos para calificar para Spay Day. Prioridad se da a los pit bulls y chihuahuas (incluyendo mezclas). La prueba de asistencia pública o ingresos domésticos será requerida. Los aspirantes recibirán instrucciones en cómo someter prueba de ingresos domésticos cuando terminan la aplicación en línea en sacanimal.org.

Limite dos animales domésticos por el hogar, perros y gatos solamente. Límite de edad se aplica.

** Incluye vacunas y aplicación de microchip con registro

Spay Day 2017

saac



SACRAMENTO
AREA ANIMAL
COALITION

Spay Day Sacramento 2017 es organizado por la coalición para animales del área de Sacramento. Aprenda más en sacanimal.org



Legislation Text

3.

File #: 16-867, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Community Care Car License Agreement

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a License Agreement with the Community Care Car organization.

Staff Contact

Dallas Tringali, Community Services Program Manager - 530-661-2005, dallas.tringali@cityofwoodland.org

Background

Community Care Car is a non-profit organization which provides rides for seniors to-and-from anywhere in the Woodland city limits. The City of Woodland has maintained a relationship with Community Care Car in providing office space for their dispatchers and drivers to organize the program at the Woodland Community & Senior Center.

When the Community & Senior Center opened in 2007, the Care Car vans were parked in the parking lot and were vandalized. Care Car then began parking the vans in the parking lot of the Woodland Police Department. After the City started its solar project in 2015, the Community Care Car needed to find another safe location to park the vans. Care Car then moved the vans to the Yolo County Sheriff's Department during the summer of 2015, until the school year began (and then the logistics with school traffic became difficult).

Discussion

Community Care Car began parking their vans at the Community & Senior Center in the fall of 2015. In response, the City designated a section of the parking lot for the Care Car vans. This initiated the discussion that the City of Woodland and the Community Care Car should have a license agreement going forward. During 2016, the City and Community Care Car negotiated the terms of a license agreement. The five-year agreement contains terms about the annual rent of \$1, the use of the City's copy machine with a \$25/month reimbursement for supplies, the use of the office and other administrative areas at the Senior Center, and insurance requirements. The Community Care Car board voted to approve the agreement with the City on January 23, 2017.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a License Agreement with the Community Care Car organization.

Prepared by: Dallas Tringali, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

Paul Navazio, City Manager

Attachment: License Agreement and Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE A FIVE YEAR LICENSE
AGREEMENT WITH THE COMMUNITY CARE CAR ORGANIZATION**

WHEREAS, the City of Woodland includes a thriving community of older individuals whom desire to experience their lives independently; and

WHEREAS, the City of Woodland's Senior Center provides a central location for older individuals to receive resources and have opportunities for leisure; and

WHEREAS, the Community Care Car organization provides transportation for older Woodland residents to-and-from anywhere within the city limits for over four decades; and

WHEREAS, the Woodland Senior Center and Community Care Car have an established working partnership in which Community Care Car utilizes the Senior Center as an office location and the parking lot to park their vehicles; and

WHEREAS, the City Council wishes to approve the License Agreement and authorize its execution through the adoption of this resolution.

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

Section 1. The City Council authorizes the City Manager to execute the License Agreement with the Community Care Car organization.

Section 2. A copy of the Agreement is available and on file in the City Clerk's office, and is incorporated herein by reference and made a part of this Resolution.

PASSED AND ADOPTED this 7th day of February 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Angel Barajas, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana Gonzalez, City Clerk

Kara K. Ueda, City Attorney

LICENSE AGREEMENT

This License Agreement ("Agreement") is entered into this _____ day of _____, 2017, by and between the CITY OF WOODLAND, a municipal corporation of the State of California ("City") and COMMUNITY CARE CAR, a California non-profit corporation ("Care Car"), each of whom shall be referred to as a "party" and together as the "parties."

RECITALS

WHEREAS, Care Car, through its volunteers, provides door-to-door shuttle services for senior residents in the City of Woodland; and

WHEREAS, Care Car uses a work station at the City's Community & Senior Center, located at 2001 East Street, to schedule appointments for pick-ups; and

WHEREAS, Care Car has relocated its vehicles from a location provided by Yolo County to the parking lot of the Community & Senior Center ("C&SC"); and

WHEREAS, City and Care Car now desire to set forth the terms and conditions regarding Care Car's use of the Community & Senior Center.

NOW, THEREFORE, in consideration of the above facts and for the covenants and agreements contained herein, the parties hereto agree as follows:

1. Incorporation of Recitals. The recitals set forth above, and all defined terms set forth in such recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth in full.

2. Grant of License. City hereby grants to Care Car a license for the purposes of (1) permitting Care Car to use a work station at the front desk area of the C&SC for the purpose of scheduling appointments; (2) the use of "Locker #21" and a file cabinet at the C&SC in the administration area of the C&SC; and (3) the use of eight (8) parking spaces in the north parking lot of the C&SC, all as detailed further in this Agreement (collectively the "Licensed Premises").

3. Term. The term of this Agreement shall be for five (5) years, commencing on _____, 2017, and ending on _____, 2021. Care Car has the option to renew this Agreement, on the same terms and conditions stated herein, for one (1) separate additional five (5) year term, at the expiration of this Agreement so long as Care Car is not in default of any term or condition stated in this Agreement. In order to exercise this separate five (5) year extension of this Agreement, Care Car must provide City notice of such election ninety (90) days prior to the expiration of the original five (5) year term.

4. Rent. Care Car shall pay to City, in advance, on or before July 1 of each year for the duration of this Agreement, the sum of One Dollar (\$1.00) per year for the use of the Licensed Premises for the term of this Agreement.

5. Use of Licensed Premises.

A. Purpose. The Licensed Premises shall be used for Care Car's legitimate purposes only. Care Car shall not commit or cause to be committed any nuisance or waste upon the Licensed Premises. In using the Licensed Premises, Care Car shall, at its sole cost and expense, comply with all state and local laws, ordinances, and regulations.

B. Work Station Use. Care Car may use its mobile workstation, consisting of a desk and computer, at the front desk/welcome desk area of the C&SC. Care Car may also use designated drawer space and locking cabinet space at the front desk/welcome desk area of the in the welcome desk area of the C&SC. Care Car shall be and remain responsible for having its own telephone line and shall bear the sole cost and expense of its own telephone line and other office equipment and supplies. Care Car may use its mobile workstation at the front desk/welcome desk area of the C&SC during C&SC's regular office hours of Monday through Friday, 8:00 a.m. through 4:00 p.m. Care Car may only use its work station space at the welcome desk during hours when the C&SC is open to the public (unless written authorization has been provided by the City's Community Services Director or designee in advance).

C. Locker #21 and File Cabinet. The City shall permit Care Car to use "Locker #21" and a file cabinet in the Administration Area for Care Car to store its property, including its mobile work station, and City shall provide a key to Locker #21 and the file cabinet. All property stored by Care Car in Locker #21 and the file cabinet shall be and remain Care Car's personal property and not the property or responsibility of City.

D. Parking Spaces. City shall grant to Care Car the use of eight (8) designated and contiguous parking spaces in the north parking lot of the C&SC. City shall mark the parking spaces with appropriate signs. City shall pay any costs associated with the marking and placement of such signs. If Care Car desires any additional modifications to the parking spaces or the parking lot, Care Car shall make such request in writing to the City's Community Services Director. Any additional modifications shall be at the sole and complete expense of Care Car and will either require a separate agreement or an amendment to this Agreement. The Community Services Director shall review such request and respond in writing within a reasonable period of time to Care Car. Care Car understands that it will park its vehicles at the C&SC parking lot at its own risk and assumes all risk of theft, vandalism, or other damage to its vehicles.

E. Installation of Lights and Cameras. Should Care Car request additional lighting and/or the installation of security cameras, Care Car shall obtain advanced approval in writing from City. If City authorizes the additional lighting and/or security cameras, Care Car shall bear any and all costs associated with the purchase, installation, and maintenance of such additional lighting and/or security cameras. City shall provide, or cause to be provided, the

installation and maintenance of the additional lighting and/or security cameras, at Care Car's sole cost and expense. However, City shall pay any costs associated with additional utility expenses associated herewith. Furthermore, Care Car understands that the City shall not be responsible or liable for any damage or theft to the cameras and/or lights.

F. Copy Machine. City shall permit Care Car to use the City's copy machine at the C&SC, and Care Car agrees to pay Twenty-five Dollars (\$25.00) to City each month as reimbursement to City for use of the copy machine.

6. Insurance.

A. Minimum Limits of Insurance. Care Car shall maintain limits no less than (1) *General Liability*: ONE MILLION DOLLARS (\$1,000,000.00) per occurrence for bodily injury, personal injury, and property damage (if Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to, form CG 2503, either the general aggregate limit shall apply separately to this Agreement or the general aggregate limit shall be twice the required occurrence limit); and (2) *Automobile Liability*: ONE MILLION DOLLARS (\$1,000,000.00) per accident for bodily injury and property damage. Care Car asserts that it has no employees; should that change, it will immediately obtain workers' compensation coverage as required by State law and provide the City with a certificate of insurance to evidence compliance.

B. Insurance Endorsements. The insurance policies shall contain the following provisions, or Care Car shall provide endorsements on forms supplied or approved by the City to add the following provisions to the insurance policies:

i. General Liability. The general liability policy shall include or be endorsed (amended) to state that: (1) the City, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to the use of the Licensed Premises performed by or on behalf of Care Car, including materials, parts, or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of Care Car's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its directors, officials, officers, employees, agents, and volunteers shall be excess of Care Car's insurance and shall not be called upon to contribute with it in any way.

ii. Automobile Liability. The automobile liability policy shall include or be endorsed (amended) to state that: (1) the City, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading, or unloading of any auto owned, leased, hired, or borrowed by Care Car or for which Care Car is responsible; and (2) the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of Care Car's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its directors,

officials, officers, employees, agents, and volunteers shall be excess of Care Car's insurance and shall not be called upon to contribute with it in any way.

C. All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or cancelled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the City, its directors, officers, officials, employees, agents, and volunteers.

D. Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its directors, officials, officers, employees, agents, and volunteers.

E. Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. Care Car shall guarantee that, at the option of the City, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its directors, officials, officers, employees, agents, and volunteers; or (2) Care Car shall procure a bond guaranteeing payment of losses and related investigation costs, claims, and administrative and defense expenses.

F. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the City.

G. Verification of Coverage. Care Car shall furnish City with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the City if requested. All certificates and endorsements must be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

H. Reporting of Claims. Care Car shall report to the City, in addition to Care Car's insurer, any and all insurance claims submitted by Care Car that are related to Care Car's use of City's C&SC facilities or property.

7. Hold Harmless and Indemnity. Care Car shall indemnify, hold harmless, and defend (with counsel reasonably satisfactory to the City Attorney) City, its representatives, officers, officials, agents, and employees from and against all liability (including without limitation, court costs and reasonable attorneys' fees), claims, losses, demands, or actions for injury to, or death of a person or persons, or damages to property relating to, arising out of, alleged to arise out of, or in consequence of Care Car's possession of or activity on the Licensed Premises, to the extent such

liability, claims, losses, demands, or actions are caused by or result from the negligent acts or omissions of Care Car, its representatives, officers, agents, employees, or volunteers or other activities on the Licensed Premises or in Care Car's vehicles.

City shall indemnify, hold harmless, and defend (with counsel reasonably satisfactory to Care Car) Care Car's representatives, officers, officials, agents employees, and volunteers against all Care Car liability (including without limitation, court costs and reasonable attorneys' fees), claims, losses, demands or actions for injury to or death of a person or persons, or damages to property relating to, arising out of, alleged to arise out of, or in consequence of City's possession of or activity on the Leased Premises, to the extent such liability, claims, losses, demands, or actions are caused by or result from the negligent acts or omissions caused solely by City, its representatives, officers, agents, employees, or volunteers.

8. Removal of Items From Licensed Premises. Upon expiration of this Agreement or sooner termination, Care Car, within sixty (60) days thereafter, shall remove from Licensed Premises all improvements erected or installed by Care Car, its predecessors, successors, or assigns, which have been installed by or on behalf of Care Car.

9. Surrender. Care Car shall, at the end of the term or on sooner termination of this Agreement, quietly and peaceably surrender possession of the Licensed Premises and give peaceable possession of the Licensed Premises to the City, in the same condition as the Licensed Premises were in at the commencement of this Agreement unless City desires to retain any improvements or modifications made to the Licensed Premises, as determined by the Community Services Director.

10. Termination. Care Car understands that the Licensed Premises is located within a public building and that a future use by City may become paramount to the use contemplated by this Agreement. If Care Car's use of the Licensed Premises violates now, or in the future violates, any rules, regulations, or requirements of any regulatory agencies or any law, City shall have the right to terminate this Agreement without penalty, and Care Car shall surrender the Licensed Premises to City pursuant to Section 9 of this Agreement. Without limiting its ability to seek other remedies, either at law or in equity, either party may terminate this Agreement and all of the obligations herein, at its option, upon the other party's breach of any of its obligations under this Agreement. Failure to cure such breach within sixty (60) days after receipt of written notice from the non-breaching party or, if such cure cannot be completed within sixty (60) days, the breaching party's failure to commence such cure within sixty (60) days after its receipt of written notice and thereafter failing to diligently prosecute such cure to completion.

11. Assignment. Care Car agrees not to convey, assign, sublet, or encumber any interest in the Licensed Premises during the term of this Agreement without first obtaining the City's prior written approval, which may be granted or refused in City's sole and absolute discretion. Any attempted sale, conveyance, assignment, sublet, or encumbrance shall be void where prior written approval has not first been obtained from City. Any assignment or subletting approved by City shall not relieve Care Car of any of its obligations or liabilities under this Agreement for the term

of this Agreement, and both Care Car and any subsequent assignor(s) shall be deemed bound by this Agreement.

12. Other Conditions.

A. Entire Agreement. This Agreement supersedes any prior agreements, negotiations, and communications, oral or written, and contains the entire agreement between City and Care Car as to the subject matter hereof. No subsequent agreement, representation, or promise made by either party hereto, or by or to any employee, officer, agent, or representative of either party shall be of any effect unless it is in writing and executed by the party to be bound thereby.

B. Interpretation and Venue. The title or headings to paragraphs shall have no effect on interpretation of provisions. This Agreement shall be governed by and construed in accordance with the laws of the State of California, and any action to interpret or enforce this Agreement shall be brought and maintained exclusively in the courts of and for Yolo County.

C. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

D. Attorney's Fees. If any action or proceeding is brought by a party against the other under this Agreement, the prevailing party shall be entitled to recover for the fees of its attorneys in such action or proceeding, including costs of appeal, if any, in such amount as the court may adjudge reasonable as attorneys' fees. In addition, should it be necessary for City to employ legal counsel to enforce any of the provisions herein, Care Car agrees to pay all attorneys' fees and court costs reasonably incurred.

E. Amendments. This Agreement may not be amended, modified, altered, or changed in any respect whatsoever except by a further agreement in writing executed by the parties.

[Signatures on next page]

13. Notices. All notices shall be in writing and delivered in person or transmitted by mail, postage prepaid as follows:

CITY: Community Services Director
City of Woodland
2001 East Street
Woodland, CA 95776

CARE CAR: Community Care Car
Don Campbell, President
2001 East Street
Woodland, CA 95776
(530) 662-7800

IN WITNESS WHEREOF, the parties have executed this Agreement this _____ day of _____, 2017, and is effective as of _____.

CITY OF WOODLAND:

COMMUNITY CARE CAR

BY: _____
Paul Navazio, City Manager

By: _____
Don Campbell, President



Legislation Text

4.

File #: 16-869, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Legacy Grove - Memorial Program Approval

Recommendation for Action: Staff recommends that the City Council receive an update on the Legacy Grove and adopt Resolution No. _____, Approving the Legacy Grove Memorial Program.

Staff Contact

Christine Engel, Community Services Director
661-2000, Christine.engel@cityofwoodland.org

Fiscal Impact

The first phase of the Legacy Grove project consisted of planting trees and installing an irrigation system and mulch. Funding for the first phase was included in the energy program budget for mitigation for the municipal solar project.

For phase two, no funding will be needed in order to install and inscribe memorial rocks and benches. These costs will only be incurred as a request for such item is received from the public and will be covered in the funds collected for each request. Funds to construct a pathway at the Legacy Grove will come from the fees collected for the rock and bench inscriptions. Staff will return to council with a request for additional funds or an alternative plan for pathway construction if enough funds are not collected to construct the pathway.

Background

To compensate for the removal of 99 trees resulting from a recent City solar project at the Community & Senior Center, Police Department, and City parking lot on College and Court Streets, City staff members advanced plans for a Legacy Tree Grove.

The idea of a Legacy Tree Grove was first proposed at City Council and City Council Sustainability Committee meetings by community member Christine Shewmaker. City staff identified the area surrounding the west and south sides of the dog park at the Community and Senior Center as a potential location for a grove, with sufficient margins to account for right-of-way needs for future traffic infrastructure. Dr. Shewmaker has been joined in championing and furthering the concept by Woodland Tree Foundation (WTF) Board member Mark Aulman and landscape designer Jerry Stacionis. WTF Board members also provided input into the concept. City Council members previously endorsed the tree grove concept, and in a plan presented to the City Council on August 18, 2015 (and previously to the Parks & Recreation Commission in July 2015).

In early 2016, 105 trees were planted in the Legacy Tree Grove. The grove will:

- Highlight the City's efforts to reduce climate change
- Compensate for the removal of all trees from the solar project
- Promote the reduction of carbon dioxide (CO₂) emissions consistent with the City's Climate Action Plan by increasing carbon sequestration, tree canopy, and shade
- Provide an opportunity for memorializing or honoring individuals or groups
- Provide an opportunity for community involvement
- Be a showcase to educate the public about the benefits of trees, including CO₂ reduction and air quality improvements, runoff retention, soil stabilization, and wildlife habitat
- Help educate the public about species of trees that are well adapted to local conditions
- Provide an attractive, accessible location for contemplation and relaxation

The plantings consist of a mixture of canopy trees for shade and understory trees for screening. Uniformity of species will be used in sections to enhance aesthetics. The intent is to highlight tree species that are well adapted to local climate conditions and soils, including appropriate native species.

The following were planted:

- 15 Oaks
- 13 Hawthorns
- 28 Arbutus
- 18 Ginko
- 29 Elms
- 2 Red Buds

As reported to the City Council in 2015, potential future elements for subsequent phases include a finished pathway, benches, memorial plaques, informational signage explaining the relationship of the grove to Climate Action Plan goals and the solar project, and interpretive materials describing the attributes of the trees. City Environmental Services program funds can be used to develop the interpretive materials. As described below, the project proponents will seek additional funding for the other elements, including contributions from those wishing to memorialize or honor others with individual trees, benches, bricks, or other features.

Discussion

The project proponents and City staff have continued planning efforts for phase two of the grove which includes the addition of memorial plaques (rocks) at each of the 105 trees and benches to memorialize or honor individuals (ie inscribed rocks, benches, and bricks). Individuals wishing to memorialize or honor an individual or a group, could choose between having a rock inscribed that would be placed at a specific tree, or having one of the 16 benches inscribed. Lastly, for those who want to make a substantial donation (\$10,000 and over) to complete the landscape and pathway, recognition would be on a large stone marker at the entrance to the grove. Dedications will be available on a first-come-first-served basis.

The fee schedule for inscribing a rock to be placed at a tree or bench is as follows:

Trees: \$350 (revenue after expenses: \$26,250)

Benches: \$3000 (revenue after expenses: \$32,000)

Funds collected from this effort would be used to construct a pathway throughout the grove. The cost of the pathway is estimated to be approximately \$55,000.

The project proponents and staff would promote the memorial project for two years to generate enough funding to construct the pathway. If enough funds are not raised in order to construct the pathway, the funds will be set aside for maintenance of the trees in the grove.

Outreach for the memorial effort will include kicking off the memorial/donation solicitation at Arbor Day on March 18, 2017; having information available on the City's website; outreach through the local newspaper and social media; and by conducting presentations to service clubs.

Commission/Committee Recommendation

On January 10, 2017, the Legacy Grove Memorial Program was presented to the City Council Sustainability Subcommittee.

On January 23, 2017, the Parks & Recreation Commission approved recommending that the City Council approve the Legacy Grove memorial project.

Recommendation/Conclusion

Staff recommends that the City Council receive an update on the Legacy Grove and adopt Resolution No. _____, Approving the Legacy Grove Memorial Program.

Prepared by: Christine Engel, Community Services Director

Paul Navazio, City Manager

Attachments:

Resolution

Draft Brochure

Draft

Three Gift Options

Dedicating a tree, bench or Founder's Monument in Woodland's Legacy Grove offers you a special way to honor a person, group or organization.

Dedicate a tree: \$350.

Dedicate a bench: \$3,000.

Become a Legacy Grove Founder, with an inscription on the entry monument.

For details, visit the City of Woodland's Legacy Grove website:

www.cityofwoodland.org/csd

Phone: (530) 661-2000

Please make checks payable to 'City of Woodland – Legacy Grove'.

Mailing address:

Community Service Department
2001 East Street
Woodland CA 95776

Dedications will be processed in the order received, and all dedications are subject to availability.

Memorial donations are tax deductible to the extent allowable by law.

Woodland's Legacy Grove



Artists rendering

**Leave a personal
legacy and help the
environment.**

**Dedicate a tree, bench
or monument to honor a
family member, friend,
or group.**

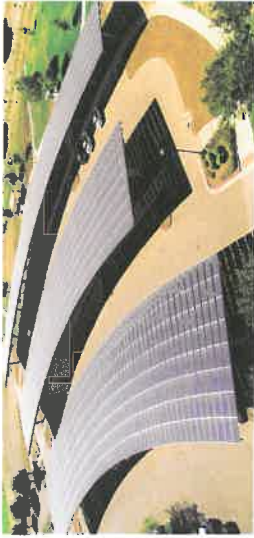


Recipient Name
Address
City, ST ZIP Code

City of Woodland
Community Services Department
2001 East Street
Woodland, CA 95776

Printed on recycled paper

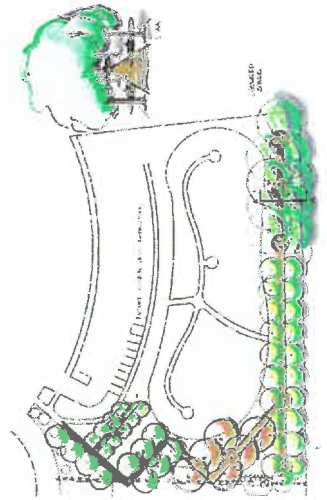
Climate Change, Solar, and a Grove for Woodland



When the City of Woodland began planning solar arrays at six municipal sites, it became clear that some trees would need to be removed.

To replace the lost trees and highlight the city's efforts to mitigate climate change, Woodland residents called for the planting of a new grove of trees. This 'Legacy Grove' at the Community Center provides a way for community members to dedicate a tree in honor of an individual or organization.

With support from the City Council, the City of Woodland and volunteers from the Woodland Tree Foundation worked together to plant the Legacy Grove, following a plan by design professional Jerry Stacionis.



Leave Your Legacy

Woodland's Legacy Grove gives you three ways to honor a person, family or group.

Dedicate a tree. Varieties include Valley Oak, Hawthorn, Arbutus (Strawberry Tree), Ginkgo, Biloba, Elm, and California Redbud*.

Each tree dedication includes an inscribed stone marker with a name and message of your choice.



Dedicate a bench. Permanent benches are being installed throughout the Grove. In addition to honoring individuals, inscribed benches provide you the opportunity to permanently honor organizations or groups.



Become a Legacy Grove founder. Your substantial gift will help make permanent improvements to the grove and will be recognized on a stone monument at the Grove entrance.

* Tree and bench dedications are subject to availability. See www.cityofwoodland.org/CSD for details.

Plan Your Gift

Name _____

Address _____

Phone _____

E-mail _____

☐ Tree dedication

☐ Bench dedication

☐ Legacy Grove Founder's Monument

Inscriptions for trees are limited to two lines of up to 30 characters each.

Inscriptions for benches are best at one to three lines*

Inscriptions on the entry Legacy Grove Founder's monument are made by special arrangement.

Your inscription[§]: _____

[§] All inscriptions are subject to review and approval by the City of Woodland Community Services Department

*Additional fees may apply for lengthy inscriptions

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE LEGACY GROVE MEMORIAL PROGRAM**

WHEREAS, trees provide multiple aesthetic, environmental, recreational, and health benefits and the City has worked in partnership with the Woodland Tree Foundation for many years to enhance and sustain Woodland's tree population; and

WHEREAS, the City mitigated for the loss of trees from the municipal solar project by planting 105 trees at the Community & Senior Center creating the Legacy Grove, and

WHEREAS, the City and the Woodland Tree Foundation and other volunteers designed the Legacy Grove and a long-term plan for maintenance and development of the grove; and

WHEREAS, the plan for the Legacy Grove includes the public being able to purchase memorial plaques for \$350 and benches for \$3000 to dedicate to an individual or group and make other donations.

NOW, THEREFORE, BE IT RESOLVED THAT: The City Council of the City of Woodland approved the Legacy Grove Memorial Program and the ability for the public to make donations to care, maintain, and improve the Grove and to purchase memorial plaques and benches to dedicate to individuals or groups.

PASSED AND ADOPTED this 7th day of February 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Angel Barajas, Mayor

APPROVED AS TO FORM:

Kara Ueda, City Attorney

ATTEST:

Ana B. Gonzalez, City Clerk

Legislation Text

6.

File #: 17-134, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Proclaim March 18, 2017 as Arbor Day

Recommendation for Action: Staff recommends that the City Council approve a Proclamation declaring March 18th, 2017 as Arbor Day in the City of Woodland.

Staff Contact

Westley Schroeder, Park Superintendent - 530-661-5958, westley.schroeder@cityofwoodland.org

Background

Each year the City of Woodland celebrates Arbor Day in order to recognize the community benefits of trees and the community's heritage as "The City of Trees." Arbor Day is a nationally-celebrated observance that encourages tree planting and care. The observance and celebration of Arbor Day is one of the requirements of Woodland's designation as a "Tree City USA."

Founded by J. Sterling Morton in Nebraska in 1872, National Arbor Day is usually celebrated each year on the last Friday in April, but this date varies depending on the climate of the State in which it is being held.

Discussion

The observance of Arbor Day not only shows the City of Woodland's commitment to its urban forest, but will also increase awareness of the importance of trees in urban areas and provide educational opportunities to promote and improve the practice of urban tree planting and care.

As part of the day's activities, the City's Urban Forestry Group, the Woodland Tree Foundation, and other volunteers will gather at the Community Center where the public will be educated on proper tree planting techniques. The event includes planting approximately 100 trees in various locations around the City. Additionally, Environmental Services will provide information on water conservation, green waste, composting, and other conservation related topics.

Support of this proclamation reflects the City's continued commitment to our urban forest and the quality of life that these assets provide the community.

Commission/Committee Recommendation

This proclamation was unanimously supported by the Parks & Recreation Commission at their January 23rd,

2017 meeting.

Conclusion

Staff recommends that the City Council approve a Proclamation declaring March 18th, 2017 as Arbor Day in the City of Woodland.

Prepared by: Westley Schroeder, Park Superintendent

Reviewed by: Christine Engel, Community Services Director

Paul Navazio, City Manager

Attachments: Proclamation
Arbor Day Flyer

Arbor Day 2017

The City of Woodland invites all to
celebrate Arbor Day, 2017.

Fun for the entire family!

Bring your shovels and gloves and
join the celebration

Learn proper tree planting and water
conservation techniques

Join us on
Saturday, March 18th
9:00am

Woodland Community Center
2001 East Street
Woodland, CA 95776



*Sponsored by the City of Woodland
and the Woodland Tree Foundation*

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
PROCLAIMING MARCH 18, 2017 AS ARBOR DAY IN THE CITY OF WOODLAND.**

WHEREAS, in 1872 J. Sterling Morton proposed that a special day be set aside for the planting of trees; and,

WHEREAS, this holiday, Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and,

WHEREAS, 2017 is the 145th anniversary of the holiday, and Arbor Day is now observed throughout the nation and the world; and,

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and,

WHEREAS, trees are a renewable resource, giving us paper, wood for our homes, and fuel for our fires and beautifying our community; and,

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, the City Council of the City of Woodland does hereby proclaim Saturday, March 18, 2017 as Arbor Day in the City of Woodland, and urges all citizens to celebrate and support efforts to protect our trees and woodlands, to plant trees to gladden the heart and promote the well-being of this and future generations.

PASSED AND ADOPTED this 7th day of February 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Angle Barajas, Mayor

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

ATTEST:

Ana Gonzalez, City Clerk

Legislation Text

7.

File #: 17-140, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Community Services Department Quarterly Status Report for the period of
October 2016 through December 2016

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

Staff Contact

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

Fiscal Impact

None - for information only.

Background

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

Conclusion

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

Prepared by: Kris Bain
Community Services ManagerReviewed by: Christine Engel
Community Services Director

Paul Navazio, City Manager

Attachment

Community Services Department Quarterly Report: October – December 2016

The following provides a summary of the Community Service Department's programs, activities, and events for October through December 2016. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document. *Participant totals (total participants and total participant hours) are the total amount of participants/hours for the entire reporting period (ie in most cases three months).*

Quarterly Highlights

- Approximately 1,880 people attended events at the Community & Senior Center during facility rentals.
- Over 1,216 people participated in events such as the Ace Race Disc Golf Tournament, Movies on Main Street, Father Daughter Dinner Dance, the Commit2Fit 30-Day Challenge, and Teen Skate Night.
- Approximately 12,919 participant hours were recorded for aquatics; and youth, teen, and adult recreation classes.
- Over 10,246 participant hours were recorded for adult sports.
- Approximately 9,249 participant hours were recorded for senior programs and senior events.
- The After School Teen Pack program at Douglass and Lee Middle Schools (a Measure J program) tripled program attendance since Q2 2016.

Monthly Financials and Enrollment Data

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

Month	Expenditures	Revenue	Refunds	Net Income	Enrollments	Refunds	Reservations
October	\$1,029,728.45	\$47,584.90	\$4,628	\$43,534.90	846	20	143
November	\$160,756.65	\$52,694.85	\$100	\$52,694.85	517	18	128
December	\$825,243.80	\$43,393.63	\$3,780	\$39,613.63	144	11	116
Total	\$2,015,728.90	\$143,673.38	\$8,508	\$135,843.38	1,507	49	387

Program Marketing

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

- School Flyers: One school flyer (Fall 2016) was distributed to WJUSD students to promote fall activities and events (Youth Basketball, After School Teen Pack, Skate Night, Commit2Fit, and "try something new"). All flyers are in English and Spanish.
- Direct Marketing: Participants of the 2016 Father Daughter Dinner Dance were sent a 2017 calendar with pictures from the event. The calendar provides Departmental program start dates such as the beginning of summer programming, classes, and special events

- Rec ‘Zine: The Department publishes an online newsletter “Rec ‘Zine” which provides highlights of upcoming departmental programs and events each month. There are 570 subscribers who receive the emailed newsletter.
- Social Media: The Department utilizes Facebook and Instagram to advertise upcoming events and recreation programs.
- Special Events: Rec2Go staff attended the monthly Food Truck Mania events in October, November, and December, the Annual Downtown Harvest Festival, the Woodland Christian Mud Run, and Tafoya’s Harvest Festival to promote programs and to engage children in activities. Rec2Go also participated in the Holiday Parade.



Rec2Go at Woodland Christian’s Mud Run on November 5

Facilities

Community & Senior Center Facility Reservations

The Community & Senior Center facility rental program is designed to provide a location for community events and generate revenue for the City of Woodland.

The “Facility Rentals with Fees Waived”, in the table below, identifies the use of the facility where fees were not charged and the dollar amount that could have been collected (had a fee waiver not been granted). Rentals with all of the fees waived are generally city events/meetings or city sponsored events. This table does not include use of rooms for senior programs or exercise classes.

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	18	11
Approximate Participants	1,880	1,360
Total Fees	\$18,575	\$17,750 (waived)

Tournaments

Tournament rentals are available for the Sports Park Complex. Local tournament directors have the first choice of dates for the following year before a “tournament date allocation meeting” is held with non-local tournament directors. All of the available weekend dates for tournaments (from January to August and November to December) were reserved. (September and October weekends are used for soccer games by local soccer leagues). During the second quarter, the Sports Park was reserved for youth baseball and soccer tournaments. Some tournaments were cancelled due to inclement weather.

Tournament Rentals of Sports Park	
Number of Rentals	2
Number of Teams	50
Total Fees Collected	\$8,400

Facility Maintenance Projects

Annual maintenance projects were completed during the holiday closure at the Community & Senior Center. These projects included the resurfacing of the gym floor in the Kevin & Lori Haarberg Gymnasium and Court “C” (the gymnasium by the Y Wellness & Fitness Center). The gym resurfacing maintenance was scheduled when the public had limited access to the Community & Senior Center and programs and activities would not be impacted with room closures.

Parks

Parks and urban forestry projects during the second quarter include:

Hiddleson Pool: The Hiddleson Pool Demolition and Southland Park Reuse Project began with asbestos abatement in the front entryway tile of the former pool building. PG&E gas and electrical services have been terminated and city staff removed any loose equipment and materials for salvage or discard. A public meeting will be held on February 8, 2017 at 6 pm at the Woodland Community & Senior Center to discuss possible reuse options.

Ferns Park: Several projects have been completed or are in the process of being completed at Ferns Park.

- As part of the grant funds received from the John and Eunice Davidson Fund, two drinking fountains have been replaced. The remaining drinking fountains in the park have been repaired and painted.
- As a result of the well installation project at the park, areas affected by the project were reseeded. Shrubs and trees that were not maintained during the construction project have been trimmed, and the drainage issues have been corrected.
- The poured-in-place rubber (under the play structure) has been removed. Prior to the installation of the engineered wood fiber, staff was able to make repairs to the play structure. New play features will be installed once the weather is appropriate for such task.
- Quotes to paint the decorative features have been received. Painting will commence once the weather is appropriate for such task.

I-5 Sound Wall: For several months, homeless congregated along the sound wall between the I-5 Main Street on-ramp to the County Road 102 off-ramp. Due to this encampment, there was a large amount of trash in the shrubs and trees along the sound wall. Many of the large shrubs have been removed and the trees have all been pruned to make any future camps visible. This area continues to be checked for ongoing clean up.

Restroom Replacement Projects: As part of the Housing Related Parks Grant award, the restroom replacement projects (City, Campbell, and Everman Parks) began in November with site preparation. Weather has delayed the delivery and installation of the restrooms. The existing restroom at City Park was demolished on November 5th. The soil testing for site compaction at City Park has been completed with testing still needing to be completed at Campbell and Everman Parks (which has been delayed due to weather).

Jack Slaven Park: As a result of public concerns received about the lack of lighting in two of the picnic areas at Jack Slaven Park, new lights were installed.

Reclaimed Water Project: The reclaimed water project for Pioneer and Klenhard Parks has been completed. The main lines for reclaimed water were placed in Pioneer Park, Klenhard Park, and along the sound wall at southbound I-5. The use of reclaimed water began in November and will result in reduced water bills for these facilities.

CalFire Grant: On December 30, 2016, the City, partnering with the Woodland Tree Foundation, submitted a concept proposal to the Department of Forestry and Fire Protection for the preparation of an urban forest management plan and planting 1,200 trees over the next three years. The grant application requested \$356,000 in grant funds, with \$144,000 in matching funds (mostly in-kind personnel). The grants are funded with Greenhouse Gas Reduction funds. If successful, staff will prepare a grant application that would be due in the spring.

Events

Event	Date	Total Participants	Participant Hours	Fees Collected
Ace Race Disc Golf Tournament	Oct. 1	43	129	\$1,290 (+\$250 donation)
Movies on Main Street	Oct. 14	300	600	Free Program
Father Daughter Dinner Dance	Nov. 5	266	1,064	\$10,080
C2F 30-Day Challenge	Nov. 1-30	457	4,570	Free Program
Teen Skate Night (Measure J)	Nov. 18	150	300	Free Program
Total Participants		1,216	6,663	\$11,370



Movies on Main Street October 14
Held at Community & Senior Center due to inclement weather

Aquatics

Woodland Aquatic Center Feasibility Study: In July 2016, the City Council authorized a contract for Aquatic Design Group to conduct a feasibility study to evaluate the current unmet aquatic needs and future needs in the city. The proposed study was also to include a site assessment of three possible pool locations (Community & Senior Center, Community College, and Spring Lake) to test the capacity and feasibility of each site for a future aquatic center. A public meeting was held in September to obtain input on the types of aquatic features the public would like to have included in a future aquatic center (size of pool, type of pool, various uses, etc). Draft concepts for pool designs (to include recreational and family amenities) will be presented to the public on February 8 in order for the consultant to receive comments to further refine the ultimate recommendations. A summary of findings and recommendations will be presented to the City Council upon completion of the report. Concurrent with the preparation of the feasibility study, staff is exploring ways to fund a future aquatic complex (although the feasibility study is being prepared, it has been communicated to the public and citizen pool committee that a funding plan most likely including some private/public partnerships will need to be explored).

Programming: All aquatic programs are held at the Charles Brooks Community Swim Center. Aquatic programming is available for children as young as six months old through seniors and includes swimming lessons, lifeguard training, recreation swimming, recreation swim teams, lap swim and water aerobics. During the winter, the primary programming at the pool is lap swim, water aerobics, and the use of the pool by the Woodland Swim Team.

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Lap Swim & Water Aerobics	416	416	\$830
Woodland Swim Team	n/a	n/a	\$5,730
High School Water Polo	n/a	n/a	\$320
Total	416	416	\$6,880

Pool Rentals

During non-programmed hours, the Charles Brooks Community Swim Center is available to reserve for other aquatic activities not affiliated with the City of Woodland. Pool reservation fees account for the facility and safety personnel onsite during the scheduled event.

Woodland Swim Team

Woodland Swim Team is a year round USA Club Team that has rented the Charles Brooks Community Swim Center for practices and meets since 1952. The Woodland Swim Team held regular practices and one swim meet during the last quarter (October 29-30).

Fees Collected: \$5,730

High School Water Polo

Sectional playoff games for Davis and Dixon High Schools were held at the pool November 8 & 10.

Fees Collected: \$320

Youth & Teen Recreation

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

Youth Recreation Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
After School Teen Pack (Measure J)	3,238	7,863.5	Free Program
Baby & Me	247	247	Free Program
Night Hoops	457	914	Free Program
Rec2Go (Measure J)	300	735	Free Program
Toddler Time	30	30	\$485
Total	4,272	9,789.5	\$485

Contract Classes

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

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
Art with Emily	11	78	\$865	\$606	\$260
Bollywood Mix	4	16	\$84	\$59	\$25
Boxing	51	51	\$939	\$5,982	-\$5,043
Country Line Dance	107	398	\$642	\$449	\$193
Cello Tennis Academy	188	972	\$11,737	\$10,563	\$1,174
Dynamic Dancing	123	736.5	\$6,850	\$4,795	\$2,055
Kidz Love Soccer	9	22	\$936	\$655	\$281
Karate	15	120	\$400	\$280	\$120
Pilates	12	96	\$396	\$277	\$119
Social Dance	8	32	\$240	\$168	\$72
Stepping Out	19	152	\$725	\$508	\$218
Yoga	10	40	\$190	\$133	\$57
Total	557	2713.5	\$24,004	\$24,475	\$9,617

Adult Sports

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

	Teams	Participants	Participant Hours	Revenue
Basketball (league)	13	156	1,326	\$3,770
Softball (league)	51	918	7,803	\$19,890
Volleyball (league)	6	72	720	\$1,420
Volleyball (open gym)		159	397.5	\$252
Total	70	1,305	10,246.5	\$25,332

Seniors

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 9,249 participant hours during the second quarter.

Programs

Programs	Total Sign-ins	Participant Hours	Fees Collected
Art Classes	388	602	\$211
Exercise Classes	2,562	2,671	\$588
Games	1,148	2,596	Free Program
General Programs	2,402	1,841	\$390
Education Resources	207	298	Free Program
Support Groups	249	498	Free Program
Special Programs	200	200	Free Program
Total	7,156	8,706	\$1,189

Events

Events	Date	Total Participants	Participant Hours
Senior Thanksgiving Dinner	Nov. 17	293	586
Senior Holiday Social	Dec. 15	250	500
Total		543	1,086

Grants and Housing

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

Community Development Block Grant (CDBG) Program

The City completed subrecipient agreements and environmental reviews for the eight public service activities funded through the City's FY 2016/17 CDBG program. The activities funded include but are not limited to health care, emergency shelters, homeless prevention, and fair housing assistance, and youth services. Environmental reviews are underway for the seven construction activities funded through the FY 2016/17 CDBG program. Five of the environmental reviews will be completed in January 2017.

The U.S. Department of Housing and Urban Development (HUD) approved the City's FY 2015/16 CDBG Consolidated Annual Performance Evaluation Report (CAPER) in November.

The City has five open construction activities that were funded with CDBG funds prior to FY 2016/17. Construction has been completed for three of the activities and the activities will be closed out after the final invoices have been paid and the City has been reimbursed by HUD. A fourth activity will be cancelled because the construction bids significantly exceeded the available CDBG funds. The funding allocated for this activity will be reprogrammed for other construction activities.

Continuum of Care Grants (CoC) Competition

HUD awarded the City three grant awards through its 2016 Continuum of Care competition in the cumulative amount of \$263,099. Fourth & Hope will use the grants for its permanent supportive housing programs that serve homeless individuals and families. The Yolo Community Care Continuum (YCCC) also received a grant award in the amount \$144,028 for its supportive housing program. YCCC provides permanent supportive housing at locations in Woodland and Davis for adults with mental illness who have been homeless or are at risk of homelessness. YCCC received a second grant in the amount of \$14,541. The local Continuum of Care (CoC) will use these funds for planning purposes with the goal of further aligning CoC processes and procedures with HUD requirements in order to increase the competitiveness of future Continuum of Care grant applications submitted by local CoC members.

Homeless Outreach

The City began contracting with Fourth & Hope in July 2016 for homeless outreach services. To date, a total of 110 VI-SPDAT assessments have been conducted on individuals who identified Woodland as their primary residence. The assessment is a combination of two tools: (1) the Vulnerability Index (VI) survey for use in street outreach, which helps to determine the chronicity and medical vulnerability of homeless persons, and the Service Prioritization Decision Assistance Tool (SPDAT). Some of the assessments were conducted for Yolo County's Bridge to Health and Housing Project which is focused on outreach to homeless persons who are frequent users of the emergency rooms located at the two hospitals in Yolo County and at other locations in the county.

Out of the 110 assessments, a total of 63 individuals were housed at Fourth & Hope's emergency shelter, 59 individuals received case management services, 4 individuals were enrolled in residential treatment, and 19 individuals were stably housed. In addition, 86 individuals received day/outreach services which include access to showers, laundry, hygiene kits, phone use, mail, and referrals to other services.

First Time Homebuyer Program

A Woodland family received a City loan to assist with the purchase of a home in October 2016. The City continues to work with eight other families participating in its first time homebuyer program.

Participant Hours Calculation

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

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

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

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

Examples include: Swim Lessons, Mad Science

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

Examples include: Teens Helping Seniors, Teen Pack

Event: Total Attendants x Average Time

Examples include: ReXpo, 4th of July

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



City of Woodland

City Hall
300 First Street
Woodland, CA 95695

Legislation Text

8.

File #: 17-164, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

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

Recommendation for Action: Staff recommends that City Council accept the quarterly Treasurer's Investment Report for the quarter ended December 31, 2016.

Staff Contact

Adam Devlin, Senior Accountant, (530)661-5835, adam.devlin@cityofwoodland.org

Fiscal Impact

There is no impact on the City funds in association with the information contained herein. This report is for informational purposes only.

Background

Each quarter staff is required to provide the City Council with a report from the City Treasurer on the status of investments. The purpose of this report is to provide the Council with information regarding liquidity, monthly cash flow and expected cash disbursements.

The City manages its investment portfolio in accordance with the guidelines established by the Council-approved Investment Policy. In managing the city's investment portfolio, preservation of principal is the primary objective, followed by liquidity and finally yield on investments.

The City primarily invests in the Local Agency Investment Fund (LAIF) and federal agency obligations because these are generally considered low risk investments. The City's securities are held in custodial care by U.S. Bank N.A., which provides monthly statements to the City of Woodland. The source of valuations for the securities is marked to market by U.S. Bank N.A.

The City utilizes the services of the investment firm of Cantor Fitzgerald L.P. to implement its investment strategy with the objective to increase yield and generate additional investment earnings while, at the same time, ensure that the portfolio's primary goal of providing safety and liquidity is preserved.

Discussion

As of December 31, 2016 the City treasury consisted of investments with a total book value of \$97,201,898. The yield on the Local Agency Investment Fund (LAIF) balances for the quarter ending December 2016 was 0.68%, the average yield on the City of Woodland's investments as of December 31, 2016 was 2.03%. This results in an overall portfolio yield, combining all investments and LAIF of 1.06%.

The City Investment Policy has established a benchmark equal to the 90-day U.S. Treasury bill which for the

quarter ending December 2016 was 0.51%. The City has therefore met its goal of obtaining a rate of return greater than the established U.S. Treasury benchmark.

The City's investment strategy is to maintain 40% of the investment portfolio in highly liquid funds, achieve an overall effective duration for investments of eighteen months, and achieve an investment return of 0.84% based on the parameter of allowable investments. As of December 31, 2016 the City maintained 47.29% of the investment portfolio in highly liquid funds, achieved an overall effective duration for investments of seventeen months, and achieved an investment return of 1.06%. The increase in investment return reflects the increase in medium term note investments, as well as the continued increase in short term interest rates.

Over the next quarter the City will continue to implement its investment strategy by investing approximately \$6.4 million of its investable liquidity in agency callable bonds and medium term notes. The investments will be made with the goal of increasing the overall effective duration of investments to eighteen months and increasing the City's return on investment while maintaining compliance with the City's adopted Investment Policy. During this time the City forecasts that there will be no calls or maturities on its investments.

The attached report provides a summary of the City's current investments and includes the investment interest rates as they have matured and current rates for new investments. All activities comply with the existing Investment Policy approved by the City Council. Additionally, a report titled "Cash with Fiscal Agent" is included which lists the most recent information available regarding investments for the assessment districts/bond reserve fund dollars. The source of this information is monthly reports from the various district/bond Trustees.

Conclusion

Staff recommends that City Council accept the quarterly Treasurer's Investment Report for the quarter ended December 31, 2016.

Prepared by: Adam Devlin
Senior Accountant

Reviewed by: Kimberly McKinney
Finance Officer/Treasurer

**CITY OF WOODLAND
INVESTMENT REPORT**

December-16

SUMMARY OF INVESTMENTS

TYPE OF INVESTMENT	AMOUNT	TOTAL
Local Agency Investment Fund (LAIF)	49,997,646	51.4%
Federal National Mortgage Association	10,001,580	10.3%
Federal Home Loan Bank	8,126,388	8.4%
Federal Home Loan Mortgage Cor	10,505,543	10.8%
Corporate Securities	18,570,740	19.1%
TOTAL	97,201,898	100.0%

	Maturity Date	Interest	Call Date	PAR Amount	Principal Amount	Current Market Value	Security ID
Federal Home Loan Mortgage Corp	6/29/2017	1.00	6/29/2017	1,000,000	1,003,600	1,001,557	3137EADH9
Federal National Mortgage Association	8/28/2017	0.88	8/28/2017	1,000,000	1,001,580	1,000,695	3135G0MZ3
Federal Home Loan Mortgage Corp	9/29/2017	1.00	9/29/2017	1,000,000	1,003,130	1,001,211	3137EADL0
Federal Home Loan Bank	10/26/2017	0.63	10/26/2017	1,000,000	997,103	998,434	3130A6L28
Federal Home Loan Mortgage Corp	12/15/2017	1.00	12/15/2017	1,000,000	1,002,313	1,001,044	3137EADX4
Federal Home Loan Mortgage Corp	8/24/2018	1.04	2/24/2017	2,000,000	1,998,000	1,993,504	3134GAGM0
Federal National Mortgage Association	5/30/2019	1.25	2/28/2017	2,000,000	2,000,000	1,972,040	3136G3MH5
Federal National Mortgage Association	2/26/2020	1.05	8/26/2017	2,000,000	2,000,000	1,994,978	3136G2XT9
Federal National Mortgage Association	4/28/2020	1.50	4/28/2017	2,000,000	2,000,000	1,990,744	3136G2GR2
Federal National Mortgage Association	8/28/2020	1.25	8/28/2017	1,000,000	1,000,000	973,184	3136G33E3
Federal National Mortgage Association	9/15/2020	1.38	6/15/2017	2,000,000	2,000,000	1,958,374	3136G3PK5
Federal Home Loan Mortgage Corp	10/29/2020	1.16	10/29/2017	2,000,000	1,998,500	1,984,962	3134G7S77
Federal Home Loan Bank	10/29/2020	1.00	4/29/2017	1,142,857	1,142,286	1,135,939	3130A6KGL
Federal Home Loan Mortgage Corp	4/28/2021	1.50	4/28/2017	2,000,000	2,000,000	1,950,868	3134G9AD9
Federal Home Loan Bank	8/24/2021	1.00	2/24/2017	2,000,000	2,000,000	1,977,114	3130A93A7
Federal Home Loan Bank	9/7/2021	1.13	3/7/2017	2,000,000	2,000,000	1,960,836	3130A94G3
Federal Home Loan Bank	10/28/2021	1.25	10/28/2019	2,000,000	1,987,000	1,970,220	3130A9S85
Federal Home Loan Mortgage Corp	11/4/2021	1.10	11/4/2017	1,500,000	1,500,000	1,470,444	3134GAVP6

Total Agency Investments

28,642,857	28,633,512	28,336,148
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HSBC USA Inc	1/16/2018	1.63	N/a	500,000	503,200	499,443	40428HPH9
Apple Inc	5/3/2018	1.00	N/a	500,000	497,961	498,141	037833AJ9
Chevron	6/24/2018	1.72	N/a	500,000	503,822	501,555	166764AE0
Honda	10/10/2018	2.13	N/a	500,000	510,470	503,943	02665WAC5
Coca-Cola Co	11/1/2018	1.65	N/a	500,000	510,360	502,029	191216BPF6
Pepsi Co	1/7/2019	2.25	N/a	500,000	511,715	505,977	713448CK2
Oracle	1/15/2019	2.38	N/a	500,000	514,730	506,732	68389XAQ8
JP Morgan Chase & Co	1/28/2019	2.35	N/a	500,000	510,478	503,928	46625HJR2
Cisco	3/1/2019	2.13	N/a	500,000	507,360	506,630	17275RAR3
Apple Inc	5/6/2019	2.10	N/a	500,000	513,105	504,784	037833AQ3
Walt Disney Company	5/30/2019	1.85	N/a	500,000	505,430	501,682	25468PDA1
Oracle	10/8/2019	2.25	N/a	500,000	512,440	504,917	68389XAX3
JP Morgan Chase & Co	10/22/2019	2.20	N/a	500,000	506,335	501,720	48127HAA7
US Bank Cincinnati	10/28/2019	2.13	N/a	500,000	502,535	501,525	90331HML4
General Electric Cap Corp	12/11/2019	2.10	N/a	500,000	511,285	503,357	36962G6P4
Costco	12/15/2019	1.70	N/a	500,000	499,510	499,232	22160KAF2
Cisco	1/15/2020	4.45	N/a	500,000	548,733	535,393	17275RAH5
Exxon	3/6/2020	1.91	N/a	500,000	508,480	498,967	30231GAG7
IBM	5/15/2020	1.63	N/a	500,000	490,433	493,137	459200HM6
Qualcomm Inc	5/20/2020	2.25	N/a	500,000	496,870	499,691	747525AD5
Abbott	5/27/2020	4.13	N/a	500,000	543,790	525,777	002824AW0
Cisco	6/15/2020	2.45	N/a	500,000	511,695	504,692	17275RAX0
Wal-Mart	7/8/2020	3.63	N/a	500,000	545,540	525,963	931142CU5
Wal-Mart	7/8/2020	3.63	N/a	500,000	540,835	525,963	931142CU5
Intel	7/29/2020	2.45	N/a	500,000	508,463	506,480	458140AQ3
Pfizer	8/12/2020	5.20	N/a	500,000	571,167	550,439	717081DR1
Ralph Lauren Corp	8/18/2020	2.63	N/a	500,000	502,865	504,487	751212AB7
Simon Property Group	9/1/2020	2.50	N/a	500,000	509,175	502,719	828807CU9
Automated Data Processing (ADP)	9/15/2020	2.25	N/a	500,000	507,140	502,008	053015AD5
Coca-Cola Co	10/27/2020	1.88	N/a	500,000	497,735	495,145	191216BT6
UPS	1/15/2021	3.13	N/a	1,000,000	1,042,770	1,032,260	911312AM8
Google	5/19/2021	3.63	N/a	1,000,000	1,069,370	1,059,082	02079KAA5
Caterpillar	8/9/2021	1.70	N/a	500,000	501,113	479,745	14912L6U0
GE	10/17/2021	4.65	N/a	500,000	553,830	547,709	36962G5J9

Total Corporate Investments

18,000,000	18,570,740	18,335,244
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Total of LAIF Funds & Investments Detail

Check Total (Should be zero)

97,201,898

CITY OF WOODLAND
INVESTMENT REPORT

CASH ACCOUNTS as of 12/31/16

Bank Accounts with U.S. Bank	\$16,924,980
Petty Cash	\$2,778
Cash with Fiscal Agent	\$7,119,300

INTEREST SUMMARY

Prior Quarters Interest Earned - Investments	\$153,061
Prior Quarters Interest Earned - LAIF	\$54,965
Total Interest Received	<u>\$208,026</u>
Interest Received from October 1, 2016 to December 31, 2016	<u>\$239,580</u>
Total Fiscal Year-to-Date Interest Received	<u>\$447,606</u>

The interest received does not always represent the interest earned. LAIF records interest on a quarterly basis but does not report it until the 15th of the month following the end of the quarter. The interest received on Treasury Notes is received every six months either on the 15th or the last day of the month. Bond interest is posted every six months to the date of settlement.

**CITY OF WOODLAND
ACTIVITY REPORT**

DATE	DESCRIPTION	DEBIT	CREDIT	DEBITS
LAIF	TREASURER			
10/01/16	Month Beginning Balance			42,676,260
10/05/16	Deposit into LAIF	3,000,000		45,676,260
10/14/16	Quarterly Interest	71,386		45,747,646
11/18/16	Deposit into LAIF	4,250,000		49,997,646
12/31/16	Month End Balance			49,997,646

TRANS bond proceeds in Guaranteed Investment Contract

Bonds and Other Investments

10/1/2016	BEGINNING BALANCE			41,053,282
10/29/2016	Called FHLMC 3134G7S44		2,000,000	39,053,282
11/4/2016	Purchase FHLMC 3134GAVP6	1,500,000		40,553,282
12/8/2016	Purchase FHLMC 3134GAGM0	1,998,000		42,551,282
12/8/2016	Purchase FHLMC 3130A9S85	1,987,000		44,538,282
12/12/2016	Purchase UPS 911312AM8	1,042,770		45,581,052
12/12/2016	Purchase Google 02079KAA5	1,069,370		46,650,422
12/12/2016	Purchase GE 36962G5J9	553,830		47,204,252
12/31/2016	Month End Balance			47,204,252

END OF MONTH TOTAL DEBITS

97,201,898

Check Total (Should be Zero)

-

Transactions w/LAIF	3
Purchase of New Bonds	3
Bonds Called	1
Purchase of New CD	0
CD Matured	0
Bonds Sold	0
Bonds Matured	0
Purchase of Corp Securities	3
Sale of Corp Securities	0

1992 Wastewater		AIG-Notes, Mortgages, etc			
reserve fund	\$0.00		\$0.00	Cash Management-Fidelity	
interest fund	\$2.04		\$2.04	Cash Management-Fidelity	0.00
Revenue Fund	\$0.63		\$0.63	Cash Management-Fidelity	0.00
interest fund	\$0.00		0.00	Cash Management-Fidelity	0.00
Reserve fund	\$938,657.47		\$938,657.47	Cash Management-Fidelity	76.93
CFD - Gibson Ranch					
94-1					
Spc tax debt svc	\$0.00		\$0.00	Cash Mgmt-1st Am Treasury	0.00
reserve acct	\$0.00		\$0.00	Cash Mgmt-1st Am Treasury	0.00
Spc tax debt svc	\$0.00		\$0.00	Cash Mgmt-1st Am Treasury	0.00
Series 2001 Acct	\$0.00		\$0.00	Cash Mgmt-1st Am Treasury	0.00
2004 Refunding spc tax	\$0.00		\$0.00	Cash Mgmt-1st Am Treasury	0.00
2004 Refunding spc tax	\$0.00		\$0.00	Cash Mgmt-1st Am Treasury	0.00
2004 refund spc tax rsv	\$0.00		\$0.00	Cash Mgmt-1st Am Treasury	0.00
2004 Subordinate (Incl Reserve)	\$226,308.89		\$226,308.89	Cash Mgmt-1st Am Treasury	1.39
Spring Lake 2013					
Reserve Fund	\$2,133,788.21		\$2,133,788.21	Cash Mgmt-1st Am Prime Obligation	10.56
Spring Lake 2016					
Special tax proceeds	\$0.19		\$0.19	Cash Mgmt-1st Am Prime Obligation	0.19
Reserve fund	\$1,123,411.24		\$1,123,411.24	Cash Mgmt-1st Am Prime Obligation	2.41
Revenue Anticipation Notes					
Water Revenue Bonds 2011					
revenue acct	\$555.23		\$555.23	US Bank Mmkt 5 -Ct	0.04
Interest acct.	\$0.00		\$0.00		
reserve acct.	\$1,324,577.50		\$1,324,577.50	US Bank Mmkt 5 -Ct	108.57
proceeds acct	\$0.00		\$0.00	US Bank Mmkt 5 -Ct	0.00
ARRA 2011					
Principal and Interest account	\$473,811.33		\$473,811.33	US Bank Mmkt 5 -Ct	1.76
Reserve fund	\$165,304.80		\$165,304.80	US Bank Mmkt 5 -Ct	0.76
Bond Anticipation Notes					
2007 RDA TABS					
Tax Revenue Fund	\$208.01		\$208.01	Cash Mgmt - 1st Am Treasury Oblig	27.29
Interest Account	\$353.45		\$353.45	Cash Mgmt - 1st Am Treasury Oblig	2.80
Principal Account	\$4.90		\$4.90	Cash Mgmt - 1st Am Treasury Oblig	4.02
reserve account - 2007 A	\$593,975.00		\$593,975.00	Cash Mgmt - 1st Am Treasury Oblig	39.62
reserve account - 2007 B	\$0.00		\$0.00	Cash Mgmt - 1st Am Treasury Oblig	9.09
CDBG Account					
Savings Account	\$138,341.25	\$138,341.25	Bank of America - Quarterly Bank Statement		0.00
TOTAL					
	\$7,119,300.14				
Check Summary Total (Should be zero)	\$0.00				

Legislation Text

9.

File #: 16-854, Version: 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: February 7, 2017

SUBJECT: Update on City Boxing Program

Recommendation for Action: Staff recommends that the City Council:

- 1) receive an update on the evaluation of alternative relocation options for the City's Boxing Program,
- 2) approve the relocation of the Boxing Program to the Community and Senior Center, to space currently designated at the Youth Center or, alternatively, through conversion of Meetings Rooms 1 & 2,
- 3) Authorize appropriation of an amount not-to-exceed \$50,000 from available Measure J funds to prepare and equip the space.

Staff Contact

Christine Engel, Community Services Director - (530) 661-2000 christine.engel@cityofwoodland.org

Fiscal Impact

Staff has been evaluating potential sites to house the boxing program on both a short-term or longer-term basis. Preliminary fiscal impacts for the options considered by staff are included in Attachment 1 to this report.

The staff recommendation to relocate the boxing program to the former Youth Center at the Community and Senior Center will result in costs in the range of \$50,000, to include new equipment and boxing ring as well as modest improvements to the existing space. Additional costs of roughly \$40,000 would be needed to convert Meeting Rooms 1&2 to accommodate the boxing program, primarily to construct a permanent wall and provide sound-proofing.

While the proposed relocation is expected to meet the current needs of the boxing program, future increase in program participation may require expanding available space. This could be accommodated via expansion of the Youth Center space, construction of a new building adjacent to the CSC.

The City has previously allocated a combined \$181,000 in Community Development Block Grant (CDBG) funding toward initial phases of a new Community Center being planned by the Yolo County Housing Authority, to include a new space for the boxing program. The City is expected to continue to partner with the Housing Authority on the development and programming at the new Community Center to serve the Yolano-Donnelly neighborhood.

Background

The City of Woodland has operated the Woodland Boxing Club since 1983 through a partnership with Yolo Housing Authority (YHA) (the City provides the programming and the YHA provides the facility). For some time, concerns have been raised over the deteriorating conditions of the current facility due to deferred maintenance, water damage and, more recently, safety concerns.

The boxing program is operated by a contractor for the City. With the passage of Measure J in 2014, the boxing club hours were expanded and a second contractor was added to open the club earlier in the afternoon. The Woodland Boxing Club is currently open Monday through Friday from 3:30 p.m. - 9:30 p.m. and includes a 20' boxing ring and a standard array of punching bags and some fitness equipment.

While participants pay a nominal fee (youth \$9 and adults \$20), the program is subsidized by the City. Program expenses and revenue for fiscal year 2015/16 were \$23,492 and \$4,573, respectively. Program expenses and revenue through January 31, 2017 for FY16/17 are \$13,582 and \$2,147, respectively.

Participant data for the 2015 and 2016 is provided below:

	2015		2016	
	Youth	Adults	Youth	Adults
January	12	4	11	4
February	3	9	15	5
March	12	6	16	8
April	13	13	13	3
May	12	11	12	8
June	15	13	11	10
July	6	7	21	4
August	9	9	13	9
September	15	8	7	4
October	21	12	8	2
November	15	7	17	10
December	11	6	15	12
Annual Totals	144	105	159	79
Monthly Avg.	12	8.75	13.25	6.58

On August 23, 2016, it was reported to the City Council that staff was exploring options for relocating the boxing program with several sites under consideration, including the Community & Senior Center, for either permanent or short-term relocation.

At the same time that staff was exploring options for relocating the boxing program, the YMCA was also evaluating the long-term viability of continuing to operate their programs at the Community and Senior Center. Under a contract with the City, the YMCA operates the Wellness Center and provides numerous fitness and exercise classes in Court "C", which is currently shared with other city exercise classes and programs. The city's contract with the YMCA is currently on a year-to-year basis.

The City has since received a proposal from the YMCA to modify the terms of the agreement in order to allow the organization to continue to operate the Fitness and Wellness Center. Staff anticipates bringing the proposed terms for an extension of the YMCA contract for Council consideration at a future meeting.

Discussion

Over the last several months, staff has explored several potential options to relocate the boxing program. The benefits of relocating the program include: improving facilities (including addressing health and safety concerns), increasing program participation, making the program more visible to the public, and improved integration of the boxing program with other city recreation programs and resources serving out youth.

Several locations within the community have been considered for relocating the boxing program. However, some locations were considered but deemed infeasible - for example, properties available for lease on Main Street (size limitations), the Yolo County Fairgrounds (year-round space unavailable), Church on the Rock (space limitations), and other downtown properties (spaces unavailable). As a result, staff ultimately focused on the following possible locations for the boxing program:

- Option 1: Remain in Current Location with Improvements to Facility
- Option 2: Community and Senior Center (existing space)
- Option 3: Community & Senior Center (New “temporary” building)
- Option 4: County Fair Mall (multiple suite locations)

A brief discussion of each option is provided as follows:

Remain in Current Location with Improvements to Facility - This alternative would entail making some improvements to the current location pending completion of the planned new Yolo Housing Community Center, which has been designed to provide a new space for the City’s Boxing Program. However, the project is still in the planning phase (with site preparation underway), but no funding has as yet been secured for construction. Staff believes that this option would merit Council consideration if a) there was a set schedule for completion of the project to allow for relocation of boxing program, and b) to the extent that boxing participants were largely from the surrounding neighborhoods. Neither is the case, therefore, staff does not believe that the program necessarily benefits from waiting for the potential of a new site proximate to the existing location.

Community and Senior Center (existing space) - Relocation of the boxing program to the Community and Senior Center would offer numerous benefits, both in terms of improved facilities, expanded program participation, and synergy with other recreation and youth programs. In considering this option, several potential options at the CSC have been evaluated:

- 2(a) Share Court C with YMCA and City Group Exercise Classes
- 2(b) Share Court C with YMCA Cardio and Exercise Equipment
- 2(c) Meeting Rooms 1 and 2
- 2(d) Teen/Youth Center
- 2(e) Boxing in Wellness Center - Wellness Center Relocates to Youth Center
- 2(f) Relocation to YMCA-leased space (termination of lease)

Each of the above variations of potential Community and Senior Center locations have been evaluated on the basis of adequacy to accommodate the boxing program, impact on existing programs (including compatibility

of shared-space), flexibility to adjust schedules and or class locations, and impacts on revenue-generating uses.

Extensive analysis was conducted on the various options related to sharing or modifying space currently used by the YMCA and city exercise programs. In each of these scenario it has been staff's intent to minimize impacts on existing classes and programs, so as to ensure the continued viability of programming and, in particular, the YMCA's programs that rely largely on membership revenues.

At this time, staff believes that the best and most appropriate option for the boxing program is to allocate space in the area that originally housed the Youth Center, and which is currently used for city programs and contract classes that can readily be relocated to other space within the CSC or elsewhere in the community. Some modifications will be needed in order to accommodate a new boxing ring and equipment, but these are requirements of any of the spaces being considered and staff believes can be accommodated within the existing Youth Center location.

An alternative that may still need to be considered is the re-programming of space that is currently used as Meeting Rooms 1 & 2, which have the potential to provide additional space as compared to the Youth Center, but would also require some modifications and sound-proofing so as not to interfere with adjoining uses. The Youth Center is therefore the preferred and recommended location given both its location within the building and the relative lack of impacts on existing programs. This option provides the best opportunity to expand and supplement programming at the CSC, versus other options that would more directly impact existing programs, many of whom are also anticipating growth in participation and scope.

Community & Senior Center (New "temporary" building)

Staff has done some preliminary analysis of providing or constructing additional square footage at the Community and Senior Center to either house the boxing program or for programs that might be impacted by the relocation of the boxing program to space within the CSC. This option represents among the costliest alternative (up to \$280,000), and thus was not pursued in great detail. This option could be reconsidered should future programming needs (boxing or otherwise) warrant.

County Fair Mall (multiple suite locations)

Staff did perform some due diligence of leasing available space at the County Fair Mall for the purpose of temporarily relocating the boxing program (1-2 years) pending construction of the Yolo Housing authority facility, or availability of more suitable space. Space would be available for a modest cost (\$1,500 - \$2,000 per month) that would provide ample room for the program. This option does not however provide the benefits associated with bringing the boxing program to the Community and Senior Center. Moreover, given the available options, staff is reluctant to recommend proceeding with a "temporary" relocation of the boxing program absent a high degree of confidence or certainty relative to the timing of securing a permanent home for the boxing program.

Commission/Committee Recommendation

Staff has not had an opportunity to discuss our recommendation for relocation of the boxing program with applicable city commissions, but will provide an update following City Council direction as well as concurrent with the implementation, specifically as it relates schedule and location of city programming on a going forward basis.

The Commission on Aging meeting is next scheduled to meet on February 16th and the Parks & Recreation Commission is scheduled to meet on February 27th.

Conclusion

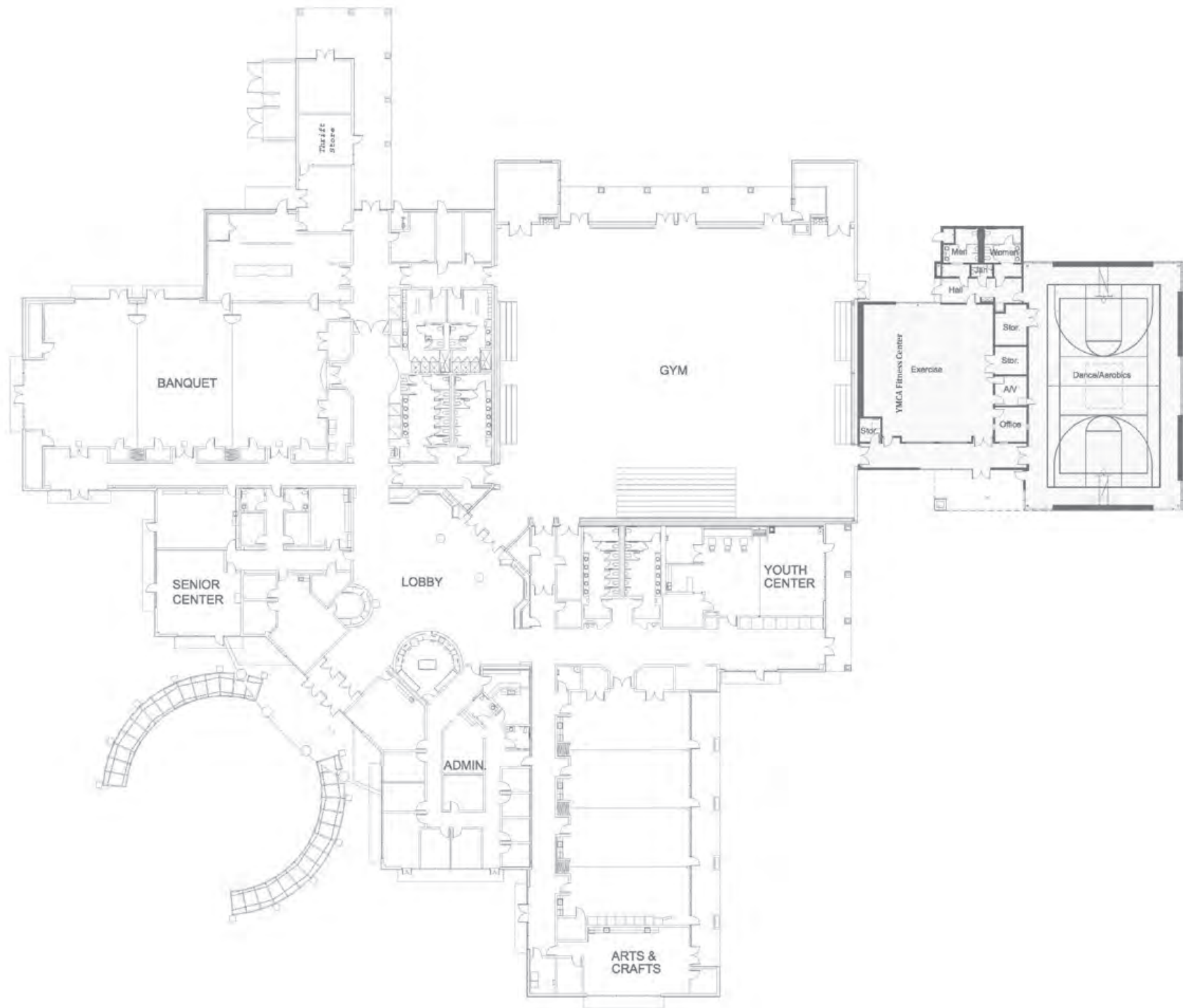
Staff recommends that the City Council receive an update on the City's Boxing Program and approve the relocation of the Boxing Program to the Community and Senior Center, to space currently designated at the Youth Center or, alternatively, through conversion of Meetings Rooms 1 & 2. Staff is prepared to return to Council should the need arise for specific spending authority, as needed, to affect modifications required which exceed current staff authority.

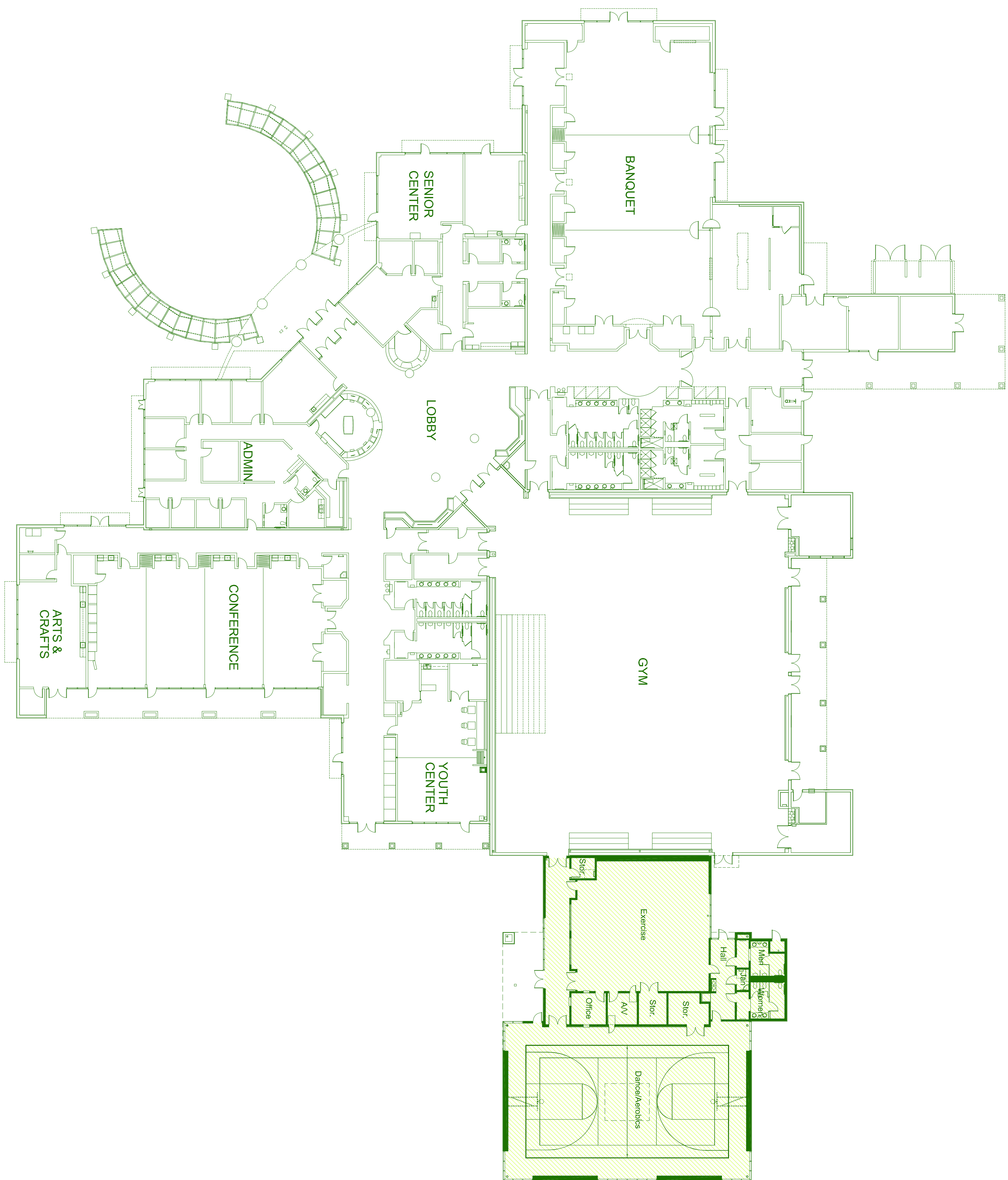
Prepared by: Christine Engel, Community Services Director

Paul Navazio, City Manager

Attachments:

- 1) Matrix of Potential Locations for the Boxing Program
- 2) Floor Plan - Community and Senior Center
- 3) Class Schedule(s) - Court "C"





Active Programs in Court C

Monday	Time	Class	Program
	8:00 - 8:30	Low-Impact Aerobics	COW
	10:00 - 10:30	Low-Impact Aerobics	COW
	11:30 - 12:15	Beginning Fitness	YMCA
	12:30 - 13:00	Ab/Core Class	YMCA
	13:30 - 15:30	Woodland Stompers	COW
	16:00 - 16:50	Glocofit/Beg. Cross Fitness	YMCA
	17:10 - 17:55	Indoor Cycle	YMCA
	18:05 - 18:55	Cross Fitness	YMCA
	19:05 - 19:55	Zumba	YMCA

Tuesday	Time	Class	Program
	6:00 - 6:50	Indoor Cycle	YMCA
	9:00 - 9:30	Ship Shape	COW
	11:30 - 12:15	Chair Balance	YMCA
	12:20 - 12:50	Silver Cycle	YMCA
	16:00 - 17:00	Hot Shots	rental
	17:20 - 18:20	Zumba	YMCA
	18:30 - 19:45	Yoga	YMCA

Wednesday	Time	Class	Program
	8:00 - 8:30	Low-Impact Aerobics	COW
	10:00 - 10:30	Low-Impact Aerobics	COW
	11:30 - 12:15	Beginning Fitness	YMCA
	12:15 - 13:00	T'ai Chi	YMCA
	14:00 - 15:30	Line Dance	COW
	16:00 - 16:50	Glocofit/Beg. Cross Fitness	YMCA
	17:10 - 17:55	Indoor Cycle	YMCA
	18:05 - 18:55	Cross Fitness	YMCA

Thursday	Time	Class	Program
	9:00 - 9:30	Ship Shape	COW
	11:30 - 12:15	Chair Balance	YMCA
	12:20 - 12:50	Silver Cycle	YMCA
	16:00 - 17:00	Hot Shots	rental
	17:20 - 18:20	Zumba	YMCA
	18:30 - 19:45	Yoga	YMCA

Friday	Time	Class	Program
	6:00 - 6:50	Indoor Cycle	YMCA
	8:00 - 8:30	Low-Impact Aerobics	COW
	10:00 - 10:30	Low-Impact Aerobics	COW
	11:30 - 12:15	Beginning Fitness	YMCA
	12:15 - 13:00	T'ai Chi	YMCA
	16:00 - 16:50	Beginning Conditioning	YMCA
	17:10 - 17:55	Conditioning	YMCA
	18:05 - 18:55	Indoor Cycle	YMCA

Saturday	Time	Class	Program
	19:00 - 22:00	Night Hoops	COW