



City of Woodland

Meeting Agenda

City Council

City Hall
300 First Street
Woodland, CA 95695

Tuesday, November 7, 2017

6:00 PM

Council Chambers

JOINT MEETING CITY COUNCIL/WOODLAND FINANCE AUTHORITY

November 7, 2017

6:00 PM

- 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.

- 1. Long Range Calendar

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

F. MINUTES

- 2. City Council Meeting Minutes of October 3, 2017 and October 17, 2017

Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of October 3, 2017 and October 17, 2017.

- 3. Commission on Aging Minutes from September 21, 2017

- 4. Parks & Recreation Commission Meeting Minutes for September 25, 2017

Staff recommends that the City Council receive the September 25, 2017 Parks & Recreation Commission Minutes that were approved on October 23, 2017.

G. PRESENTATIONS

5. Library Facility Master Plan Presentation

Staff recommends that the City Council receive an update regarding the Library Facility Master Plan. Library Board of Trustees members will be at the meeting to conduct a presentation.

H. CONSENT CALENDAR

6. Fire Department Quarterly Status Report for Period of July 2017 - September 2017

Staff recommends that the City Council accept the Fire Department Quarterly Status Report for July 2017 through September 2017.

7. Treasurer's Investment Report Quarter Ending September 30, 2017

Staff recommends that the City Council accept the quarterly Treasurer's Investment Report for the quarter ended September 30, 2017.

8. Authorization to Purchase One (1) Chevy Tahoe Police Patrol Vehicle

Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of one (1) Chevy Tahoe Police Patrol Vehicle from Winner Chevrolet in the amount of \$59,194.28.

9. Authorize Purchase Order of \$68,000 with Utility Service Co Inc. for Water Distribution Pipe Cleaning

Staff recommends that the City Council Adopt Resolution No. _____, authorizing a purchase order of \$68,000 with Utility Service Co., Inc. for water distribution pipe cleaning in response to numerous water quality complaints.

10. Approve Budget Appropriation for General Plan Update Project (CIP 07-06)

Staff recommends that the City Council adopt Resolution No. _____, approving an additional budget appropriation of \$5,040 from the General Fund for the General Plan Update project (CIP #07-06).

11. Approve Funding for Regional Assessment of Fair Housing and Receive Update on Regional AFH Effort

Staff recommends that the City Council adopt Resolution No. _____, approving an amendment to the FY 2017/18 budget as necessary to pay the city's share of the regional assessment of fair housing (AFH) and related expenses; appropriating \$9,900 in Housing Trust funds (Fund 326) to the FY 2017/18 budget; resulting in a total appropriation of \$32,800 in Fund 326; and receive an update on the regional AFH effort.

I. PUBLIC HEARINGS

12. PUBLIC HEARING – Extension of an Urgency Interim Ordinance Establishing a Moratorium on Mini-Storage/ Warehouse Facilities in All Zoning Districts

Staff recommends that the City Council:

- 1) Hold a public hearing to receive a staff report regarding the Moratorium Ordinance adopted by the City Council on July 18, 2017;
- 2) Issue a Report on the Measures Taken to Study Mini-Storage and Warehouse Uses and appropriate zoning for such uses; and

3) Adopt an Ordinance by a Four- Fifths Vote Extending Ordinance No. 1621 to December 31, 2018, a Moratorium on the Establishment of Mini-Storage/Warehouse Facilities in all Zones within the City of Woodland.

J. REPORTS OF THE CITY MANAGER

13. Authorize City Manager to Enter into Fee Deferral Agreement with Yolo Food Bank

Staff recommends that the City Council approve Resolution No. _____, authorizing City Manager to enter into a Non-Residential Fee Deferral Agreement for the Yolo Food Bank “End Hunger Yolo” Project.

14. Winter Homeless Shelter Pilot Program

Staff recommends that the City Council receive an update on a city-sponsored winter homeless shelter and adopt Resolution No. _____, approving the City’s participation in the winter shelter and authorizing the City Manager to execute an agreement to operate a winter shelter pilot program at a non-city owned property.

15. Authorize a \$250,000 Budget Appropriation for the Community & Senior Center Fluid Cooler Project

Staff recommends that the City Council approve Resolution No. _____, authorizing a budget appropriation in the amount of \$250,000 for the Community & Senior Center Fluid Cooler Project with the funds allocated from the Facilities Asset Reserve fund (Fund 011).

16. Board and Commission Reappointments

It is recommends that the City Council make appointments to fill vacancies on the Commission on Aging and the Historical Preservation Commission and re-appoint two members to the Planning Commission.

17. Community Service Awards Nominating Committee

Staff recommends that the City Council appoint a new Nominating Committee at the November 7, 2017 regular City Council meeting for the 2018 Community Service Awards.

K. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Regular Meeting of the City of Woodland scheduled for November 7, 2017 was posted on November 3, 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.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 1.
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 B 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.

Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Long Range Calendar	11/3/2017	Backup Material

UPDATED COUNCIL LONG RANGE CALENDAR

NOVEMBER 21st

REGULAR MEETING

Presentation

OpenGov Presentation

Consent Calendar

Government Transparency Resolution (LAFCO)

PCP Lease Extension

Public Contracts (Apprenticeships)

Emergency Operation Plan - Fire

Public Hearing

Spring Lake Infrastructure Fee (SLIF) and SL Specific Plan Financing Plan Update

Commercial Cannabis Ordinance Regulations

Regular Calendar

Project Funding for Storm Repair Projects

First Quarter Budget Review

Affordable Housing Ordinance

DECEMBER 5th

REGULAR MEETING

Minutes

City Council Meeting Minutes of Nov 7 and Nov 21, 2017

Consent

Ag Mitigation

Regular Calendar

Council Reorg (Article II, Sec. 2-2-1)

County Fair Mall – Charette Final Report

DECEMBER 19th

REGULAR MEETING

Consent

Public Hearing

Interim Zoning Update

Regular Calendar

FUTURE TOPICS / STUDY SESSIONS (TBD):

Interim Zoning Ordinance tentative schedule:

Board and Commission Appointment Process



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 2.
SUBJECT: City Council Meeting Minutes of October 3, 2017 and October 17, 2017

Recommendation for Action:

Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of October 3, 2017 and October 17, 2017.

Staff Contact:

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

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

Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Draft CC Minutes of October 3, 2017	11/1/2017	Minutes
Draft CC Minutes of October 17, 2017	11/1/2017	Minutes

City of Woodland

City Hall
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, October 3, 2017

6:00 PM
Council Chambers
City Council

JOINT MEETING CITY COUNCIL/WOODLAND FINANCE AUTHORITY

October 3, 2017

6:00 PM

VIDEO A. CALL TO ORDER

Meeting called to order at 6:34PM.

VIDEO B. ROLL CALL

Present: Barajas, Davies, Fernandez, Rodriguez and Stallard

Absent: None

VIDEO C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by high school senior, Dahlia Cervantes.

VIDEO D. COMMUNICATIONS-PUBLIC COMMENT

Don Campbell spoke regarding handicap parking.

VIDEO E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Council Members/Staff.

VIDEO F. MINUTES

1. City Council Meeting Minutes of September 5, 2017 and September 19, 2017
Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of September 5, 2017 and September 19, 2017.
2. Commission on Aging Meeting Minutes of July 20, 2017
Staff recommends that the City Council receive the July 20, 2017 Commission on Aging Minutes that were approved on September 21.
3. Parks & Recreation Commission Meeting Minutes of July 24, 2017
Staff recommends that the City Council receive the July 24, 2017 Parks & Recreation Commission Minutes that were approved on September 25, 2017.

On a motion by Council Member Stallard, seconded by Council Member Rodriguez and carried unanimously, Council Members adopted the City Council Meeting Minutes of September 5, 2017 and September 19, 2017 and received the Commission on Aging Meeting Minutes of July 20, 2017 and Parks & Recreation Meeting Minutes of July 24, 2017.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

VIDEO G. PRESENTATIONS

- VIDEO 4. Proclamation in Support of Fire Prevention Week**

Staff recommends that the City Council join the National Fire Protection Association in proclaiming October 8-14, 2017 as Fire Prevention Week.

Mayor Barajas presented proclamation to Jessica Walton and Fire Chief Ramirez

VIDEO H. CONSENT CALENDAR

5. Carry-Over of FY2016/17 Unencumbered Appropriations

Staff recommends that the City Council adopt Resolution No. _____, authorizing the carry-over of unencumbered appropriations from fiscal year 2016/17 to fiscal year 2017/18 totaling \$400,027.

Adopted Resolution No. 6932, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AMENDMENTS TO THE FISCAL YEAR 2017-2018 ANNUAL BUDGET.

6. Amend the FY 17/18 Capital Budget to include the new 2020 Road Rehabilitation Project, CIP 19-05, and appropriate funds to the project.

Staff recommends that the City Council adopt Resolution No. _____, amending the FY 17/18 Capital Budget to include the new 2020 Road Rehabilitation Project, CIP 19-05, and appropriate Road Maintenance and Rehabilitation Account funds to the project.

Adopted Resolution No. 6933, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO AMEND THE FY 17/18 CAPITAL BUDGET TO INCLUDE THE 2020 ROAD REHABILITATION PROJECT, CIP 19-05, AND APPROPRIATE ROAD MAINTENANCE AND REHABILITATION ACCOUNT (RMRA) FUNDING.

7. Second Reading and Adoption of Ordinance Levying and Apportioning the Special Tax in the Annexed Territory to the Community Facilities District 2004-1; and the Ordinance Levying and Apportioning the Special Tax in the Annexed Territory to the Spring Lake Maintenance Community Facilities District

Staff recommends that the City Council adopt Ordinance No. _____ Levying and Apportioning the Special Tax in the Annexed Territory to the Community Facilities District 2004-1; and the Ordinance No. _____ Levying and Apportioning the Special Tax in the Annexed Territory to the Spring Lake Maintenance Community Facilities District.

Adopted Ordinance No. 1623, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND LEVYING AND APPORTIONING THE SPECIAL TAX IN TERRITORY ANNEXED TO THE CITY OF WOODLAND COMMUNITY FACILITIES DISTRICT NO. 2004-1 (SPRING LAKE) - Annexation No. 2; and Ordinance No. 1624, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND LEVYING AND APPORTIONING THE SPECIAL TAX IN TERRITORY ANNEXED TO THE CITY OF WOODLAND COMMUNITY FACILITIES DISTRICT NO. 2004-1 (SPRING LAKE) - Annexation No. 2.

8. Approve Side Letter of Agreement with Woodland City Employee Association

Staff recommends that the City Council approve the Side Letter of Agreement with Woodland City Employee Association to: 1) reflect approved compensation study

adjustments; 2) reflect changes to the citywide Bilingual Policy; 3) correct Medical Rates for 2017; and 4) reflect revised job classifications.

9. Authorize Position of Management Analyst I in the Fire Department, Replacing Administrative Clerk III position.

Staff recommends that the City Council approve the new position authorization of a Management Analyst I in the Fire Department and delete the Administrative Clerk III position authorization.

Approved the new position authorization of a Management Analyst I in the Fire Department and delete the Administrative Clerk III position authorization.

10. Fund 501 Appropriation Increase

Staff recommends that the City Council adopt Resolution No. _____, approving an increase in the appropriation to Fund 501.

City Manager Paul Navazio clarified the subject heading on this item.

Adopt Resolution No. 6934, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN INCREASE IN APPROPRIATION FOR FUND 501.

11. Authorization for the City Manager to Execute (1) the Conveyance Agreement between Himalaya Development Inc., Yolo Land Trust, the City of Woodland, BHKKS, LLC., and Lennar Homes of California and (2) a Grant Deed of Conservation Easement and Permanent Restrictions on Use by Himalaya Development Inc., in favor of Yolo Land Trust and the City of Woodland for purposes of Swainson's Hawk and Agricultural Mitigation for the Oyang North and Oyang South Development in Spring Lake.

Staff recommends that the City Council:

Approve Resolution No. _____, authorizing the City Manager to execute:

1. The Conveyance Agreement between Himalaya Development Inc., Yolo Land Trust, the City of Woodland, BHKKS, LLC, and Lennar Homes of California; and
2. The Deed of Conservation Easement and Permanent Restrictions between Himalaya Development Inc., the Yolo Land Trust, and the City of Woodland.

Council Member Stallard had a questions regarding the 25% contingency on this item. Sr. Associate Civil Engineer Chris Fong clarified the contingency due to unknowns that may occur during work being performed.

Adopted Resolution No. 6935, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONVEYANCE AGREEMENT BETWEEN HIMALAYA DEVELOPMENT INC., THE YOLO LAND TRUST, THE CITY OF WOODLAND, BHKKS, LLC., AND LENNAR HOMES OF CALIFORNIA INC., AND THE DEED OF CONSERVATION EASEMENT BETWEEN HIMALAYA DEVELOPMENT INC., THE YOLO LAND TRUST, AND THE CITY OF WOODLAND FOR THE PURPOSES OF AGRICULTURAL AND SWAINSON'S HAWK MITIGATION FOR THE OYANG NORTH AND OYANG SOUTH PROJECT SITES IN THE SPRING LAKE SPECIFIC PLAN.

12. Police Mid Management Unit Employees - Retiree Health Savings Plan (RHSP) Account and Bilingual Policy.

Staff recommends that the City Council:

- 1) Amend the Retiree Health Savings Plan (RHSP) Account for Police Mid Management Unit Employees; and
- 2) accept the changes to the Bilingual Policy.

Amended the Retiree Health Savings Plan (RHSP) Account for Police Mid Management Unit Employees; and accepted the changes to the Bilingual Policy.

13. Award Construction Contract and Professional Services Contract for the Harter Avenue Sewer Rehabilitation, CIP 17-18, and Appropriate Project Funding

Staff recommends that the City Council adopt Resolution No. _____, 1) authorizing the City Manager to create a new capital project, the Harter Avenue Sewer Rehabilitation, CIP 17-18 and appropriate \$900,000 from CIP 08-21, Annual Sewer Repair and Replacement, to CIP 17-18; and 2) Award a construction contract with C.E. Cox General Engineering for construction services in the amount of \$571,875 for the Harter Avenue Sewer Rehabilitation and approve construction contract change order(s) for construction contingencies of up to an additional 25% of the contract award amount (\$142,968.75); and 3) Award a professional services contract with Drake Haglan and Associates for construction management and inspection services in the amount of \$104,617.09 and approve professional services amendment(s) for construction management and inspection contingencies of up to an additional 15% of the contract award amount (\$15,692.56).

Adopted Resolution No. 6936, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CONSTRUCTION CONTRACT AND PROFESSIONAL SERVICES CONTRACT FOR THE HARTER AVENUE SEWER REHABILITATION, CIP 17-18, AND APPROPRIATE PROJECT FUNDING.

VIDEO

14. Woodland Regional Park Site - State Parks Habitat Conservation (HCF) Grant Application

Staff recommends that the City Council adopt Resolution No. _____, authorizing staff to submit an application to the State of California Department of Parks and Recreation for a Habitat Conservation Fund Grant to conduct outdoor education programming at the Woodland Regional Park Site.

Adopt Resolution No. 6937, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND OF YOLO COUNTY APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE HABITAT CONSERVATION FUND PROGRAM.

Regular Calendar Item No. 17 was moved immediately after Consent Calendar due to the number of people in attendance for this item.

On a motion by Mayor Pro Tem Fernandez, seconded by Council Member Davies and carried unanimously, Council Members approved Consent Calendar Items No. 5 through 14.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

VIDEO I. PUBLIC HEARINGS

- VIDEO 15. Accessory Dwelling Unit Ordinance - Approval of an Accessory Dwelling Unit Ordinance and Related Consistency Amendments
- Staff recommends that the City Council:
1. Conduct a public hearing; and
 2. Waive the first reading of an Ordinance adding Section 25-21-05 and amending Sections 25-3-10, 25-4-10 and 25-4-20 of the Woodland Municipal Code pertaining to Accessory Dwelling Unit regulations; and
 3. Schedule the second reading and adoption of the Ordinance for the October 17, 2017 City Council meeting; and
 4. Adopt Resolution No. _____, amending Sections 2.10 and Table 2.4 of the Spring Lake Specific Plan Design Standards contingent upon the adoption of the proposed Accessory Dwelling Unit Ordinance.

On a motion by Council Member Stallard, seconded by Council Member Davies and carried unanimously, Council Members waived the first reading of an Ordinance adding Section 25-21-05 and amending Sections 25-3-10, 25-4-10 and 25-4-20 of the Woodland Municipal Code pertaining to Accessory Dwelling Unit regulations.

Ayes: Barajas, Davies, Fernandez, Rodriguez and Stallard

On a motion by Council Member Stallard, seconded by Council Member Rodriguez and carried unanimously, Council Members adopted Resolution No. 6943, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AFFIRMING WOODLAND AS A UNITED CITY AND SAFEGUARDING THE RIGHTS, SAFETY AND DIGNITY OF ALL WOODLAND RESIDENTS.

Ayes: Barajas, Davies, Fernandez, Rodriguez and Stallard

- VIDEO 16. PUBLIC HEARING - Annexation of Property into the Community Facilities District 2004-1 (Spring Lake) and the Spring Lake Maintenance Community Facilities District
- Staff recommends that the City Council:
- (1) Hold a public hearing; and
 - (2) Adopt Resolution No. _____, Calling an Election to Submit the Qualified Electors the Question of Levying the Special Tax within the Proposed Annexation Area to the Community Facilities District 2004-1; and
 - (3) Adopt Resolution No. _____, Calling an Election to Submit the Qualified Electors the Question of Levying the Special Tax within the Proposed Annexation Area to the Spring Lake Maintenance Community Facilities District; and
 - (4) Adopt Resolution No. _____, Declaring the Results of the Special Election for Annexation to Community Facilities District 2004-1; and
 - (5) Adopt Resolution No. _____, Declaring the Results of the Special Election for Annexation to Spring Lake Maintenance Community Facilities District; and
 - (6) Introduce an Ordinance Levying and Apportioning the Special Tax in the Annexed Territory to the Community Facilities District 2004-1; and
 - (7) Introduce an Ordinance Levying and Apportioning the Special Tax in the Annexed Territory to the Spring Lake Maintenance Community Facilities District.

On a motion by Council Member Stallard, seconded by Mayor Pro Tem Fernandez and carried unanimously, Council Members adopted Resolution No. 6939, A RESOLUTION DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD ON TUESDAY, OCTOBER 3, 2017, AND ORDERING THE ANNEXATION OF TERRITORY TO COMMUNITY FACILITIES DISTRICT NO. 2004-1 (SPRING LAKE) - Annexation No. 3.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

On a motion by Council Member Davies, seconded by Council Member Stallard and carried unanimously, Council Members adopted Resolution No. 6940, A RESOLUTION CALLING AN ELECTION TO SUBMIT TO THE QUALIFIED ELECTORS THE QUESTION OF LEVYING A SPECIAL TAX WITHIN THE AREA PROPOSED TO BE ANNEXED TO COMMUNITY FACILITIES DISTRICT NO. 2004-1 (SPRING LAKE) - Annexation No. 3.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

On a motion by Mayor Pro Tem Fernandez, seconded by Council Member Davies and carried unanimously, Council Members adopted Resolution No. 6941, A RESOLUTION DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD ON TUESDAY, OCTOBER 3, 2017, AND ORDERING THE ANNEXATION OF TERRITORY TO SPRING LAKE MAINTENANCE COMMUNITY FACILITIES DISTRICT - Annexation No. 3.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

On a motion by Council Member Rodriguez, seconded by Council Member Stallard and carried unanimously, Council Members adopted Resolution No. 6942, A RESOLUTION CALLING AN ELECTION TO SUBMIT TO THE QUALIFIED ELECTORS THE QUESTION OF LEVYING A SPECIAL TAX WITHIN THE AREA PROPOSED TO BE ANNEXED TO SPRING LAKE MAINTENANCE COMMUNITY FACILITIES DISTRICT - Annexation No. 3.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

On a motion by Council Member Rodriguez, seconded by Council Member Davies and carried unanimously, Council Members introduced an Ordinance Levying and Apportioning the Special Tax in Territory Annexed to the City of Woodland Community Facilities District No. 2004-1 (Spring Lake) - Annexation No. 2.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

On a motion by Mayor Pro Tem Fernandez, seconded by Council Member Stallard and carried unanimously, Council Members introduced an Ordinance Levying and Apportioning the Special Tax in Territory Annexed to the City of

Woodland Spring Lake Maintenance Community Facilities District - Annexation No. 2.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

VIDEO J. REPORTS OF THE CITY MANAGER

- VIDEO** 17. Resolution Affirming Woodland as a United City and Safeguarding the Rights, Safety and Dignity of All Woodland Residents
- Staff recommends that the City Council adopt Resolution No. _____ reaffirming the City's values of diversity and inclusiveness and clarifying City policy related to local enforcement of federal immigration laws.

This item was moved as first item after the Consent Calendar.

A counter motion was made by Mayor Pro Tem Fernandez to amend resolution to include sanctuary city. Motion failed for lack of a second.

On a motion by Council Member Stallard, seconded by Council Member Rodriguez and carried unanimously, Council Members adopted Resolution No. 6943, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AFFIRMING WOODLAND AS A UNITED CITY AND SAFEGUARDING THE RIGHTS, SAFETY AND DIGNITY OF ALL WOODLAND RESIDENTS.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

- VIDEO** 18. Community & Senior Center Handicap Parking Subcommittee Recommendation
- Staff recommends that the City Council adopt Resolution No. _____, appropriating an additional \$41,000 to Project #18-03 – 2018 ADA Improvements with \$21,000 allocated from Fund 506 – Measure E and \$20,000 from the Woodland Recreation Foundation funds set aside from previous Community & Senior Center fundraising.

On a motion by Council Member Stallard, seconded by Council Member Rodriguez and carried unanimously, Council Members adopted Resolution No. 6944, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING FUNDING TO MODIFY PARKING AT THE WOODLAND COMMUNITY & SENIOR CENTER TO ADD ADDITIONAL HANDICAP PARKING.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

- VIDEO** 19. Update on Homeless Action Plan
- Staff recommends that the City Council receive an update on recent activity and progress on Homeless Action Plan.

Council Member Stallard apologized for neglecting to mention that Kevin Cowan on behalf of the Chamber convened members of the Downtown group and 40 people showed up for a meeting and the majority of the time was spent discussing homelessness. He feels that it is important for Council to know that

emergent community is very concerned.

At 8:58PM, a motion was made by Council Member Davies, seconded by Council Member Rodriguez and carried unanimously to extend the Council meeting beyond 9:00pm

Received an update on recent activity and progress on Homeless Action Plan.

VIDEO K. ADJOURN

Meeting adjourned at 9:25PM in memory of the victims who lost their lives in the Las Vegas tragedy.

City of Woodland

City Hall
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, October 17, 2017

6:00 PM
Council Chambers
City Council

JOINT MEETING CITY COUNCIL/WOODLAND FINANCE AUTHORITY

October 17, 2017

6:00 PM

VIDEO A. CALL TO ORDER

Meeting called to order at 6:00PM.

VIDEO B. ROLL CALL

Present: Barajas, Davies, Fernandez and Rodriguez

Absent: Stallard

VIDEO C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Police Chief Luis Soler.

VIDEO D. COMMUNICATIONS-PUBLIC COMMENT

None

VIDEO E. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Council Members/Staff.

VIDEO

1. Long Range Calendar

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

VIDEO F. PRESENTATIONS

VIDEO

2. Public Safety Youth Academy

Staff recommends that the City Council receive a presentation regarding the Public Safety Youth Academy.

Council Members received a presentation from Trista and Sam Kennedy.

VIDEO G. CONSENT CALENDAR

3. Second Reading - Accessory Dwelling Unit Ordinance

Staff recommends that the City Council adopt Ordinance No. _____, adding Section 25-21-05 and amending Sections 25-3-10, 25-4-10 and 25-4-20 of the Woodland Municipal Code pertaining to Accessory Dwelling Unit Regulations.

Council Member Davies thinks that this is a great program, but need to make it affordable and look at the fees.

Adopted Ordinance No. 1625, AN ORDINANCE ADDING SECTION 25-21-05 AND AMENDING SECTIONS 25-3-10, 25-4-10 AND 25-4-20 OF THE WOODLAND MUNICIPAL CODE PERTAINING TO ACCESSORY DWELLING UNIT REGULATIONS.

4. Approve Consultant Agreement for Construction Management and Inspection Services for Improvements associated with Spring Lake Central Phase 5 and the Cal-West Phase 3&4 Subdivisions

Staff recommends that the City Council adopt Resolution No. _____, to approve a consultant services agreement for construction management and inspection with Associated Engineering Consultants, Inc. in the amount of \$77,020.00 for the Spring Lake Central Phase 5 and \$135,914.00 for the Cal-West Phase 3&4 Subdivisions; and authorize the City Manager to execute the agreement and amendments up to 10% of the agreements amount which are \$7,702.00 and 13,591.00 respectively.

Adopted Resolution No. 6945, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH ASSOCIATED ENGINEERING CONSULTANTS, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES.

5. Waste Management Amended and Restated Agreement

Staff recommends that the City Council adopt Resolution No. _____, approving the Amended and Restated Agreement Between the City of Woodland and USA Waste of California, Inc., dba Waste Management of Woodland, for Solid Waste, Recyclables, Organic Waste and Street Sweeping Services, including new rates for commercial organic waste collection and additional service rates, and authorize the City Manager to sign the agreement.

Council Member Davies met with County Supervisor Matt Rexroad and there is concern regarding roadside dumping.

A revised fee schedule was given to Council Members and copies available for the public.

Adopted Resolution No. 6946, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH ASSOCIATED ENGINEERING CONSULTANTS, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES.

6. Community Services Department Quarterly Status Report for the period of July 2017 through September 2017

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

Accepted the Community Services Department's Quarterly Status Report for the period of July 2017 through September 2017.

7. Second Reading and Adoption of Ordinance Levying and Apportioning the Special Tax in the Annexed Territory to the Community Facilities District 2004-1; and the Ordinance Levying and Apportioning the Special Tax in the Annexed Territory to the Spring Lake Maintenance Community Facilities

Staff recommends that the City Council adopt Ordinance No. _____, Levying and Apportioning the Special Tax in the Annexed Territory to the Community Facilities District 2004-1; and the Ordinance No. _____, Levying and Apportioning the Special Tax in the Annexed Territory to the Spring Lake Maintenance Community Facilities District.

Adopted Ordinance No. 1626, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND LEVYING AND APPORTIONING THE SPECIAL TAX IN TERRITORY ANNEXED TO THE CITY OF WOODLAND COMMUNITY FACILITIES DISTRICT NO. 2004-1 (SPRING LAKE) - Annexation No. 3; and Ordinance No. 1627, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND LEVYING AND APPORTIONING THE SPECIAL TAX IN TERRITORY ANNEXED TO THE CITY OF WOODLAND SPRING LAKE MAINTENANCE COMMUNITY FACILITIES DISTRICT - Annexation No. 3.

8. Professional Services Agreement with Howell Consulting for Emergency Preparedness and Disaster Planning Services

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the contract with Howell Consulting in the amount not to exceed \$50,000 for Emergency Preparedness and Disaster Planning Services.

Adopted Resolution No. 6947, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT WITH HOWELL CONSULTING IN THE AMOUNT OF \$50,000.

9. Final Close Out and Reconciliation for the General Plan Update Project (CIP # 07-06)

Staff recommends that the City Council adopt Resolution No. _____, which includes the following actions:

1. Approve Contract Amendment No. 7 to the Professional Services Agreement (CM #000215) for Tschudin Consulting Group, from \$408,850 to \$418,650
2. Approve Contract Amendment No. 8 to the Professional Services Agreement (CM #000219) for Dyett and Bhatia, Urban and Regional Planners, from \$1,169,926 to \$1,172,236
3. Authorize the contribution of \$5,040 from the General Fund (101) to the Capital Projects fund (501) for the General Plan project work; and
4. Authorize a budget augmentation to project #07-06, to cover final consultant and overhead costs, in the amount of \$28,000: \$5,040 Capital Projects Fund 501 and \$22,960 General City Development Fund 510.

Adopted Resolution No. 6948, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CONTRACT AMENDMENTS WITH TSCHUDIN CONSULTING GROUP AND DYETT AND BHATIA, URBAN AND REGIONAL PLANNERS; APPROVING THE CONTRIBUTION OF FUNDS FROM THE GENERAL FUND TO THE CAPITAL PROJECTS

**FUND, AND AUTHORIZING A BUDGET AUGMENTATION FOR
THE GENERAL PLAN UPDATE PROJECT CIP # 07-06.**

10. Grant Irrigation Line Easement to Bullseye Land Company LLC

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to grant an irrigation line easement to Bullseye Land Company LLC.

Adopted Resolution No. 6949, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO GRANT IRRIGATION LINE EASEMENT AND AUTHORIZE THE CITY MANAGER TO SIGN THE GRANT DEED TO BULLSEYE LAND COMPANY LLC.

11. Professional Services Agreement with Madwell for Marketing Services

Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute the professional services agreement with Madwell for marketing services associated with The Food Front economic development marketing initiative.

Adopted Resolution No. 6950, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO GRANT IRRIGATION LINE EASEMENT AND AUTHORIZE THE CITY MANAGER TO SIGN THE GRANT DEED TO BULLSEYE LAND COMPANY LLC.

12. Appoint Member to Manufactured Home Fair Practices Commission

Staff recommends that the City Council appoint Ben Cadranel to the Manufactured Home Fair Practices Commission.

Appointed Ben Cadranel to the Manufactured Home Fair Practices Commission.

VIDEO

13. Approve Side Letter's amending the eligible approved languages under the Bilingual Policy and amend the Stipend from \$150 per month to \$200 per month

Staff recommends that the City Council approve the Side Letter of Agreement(s) to accept the changes to the bilingual policy and amend the monthly stipend. The affected Bargaining Groups are: 1) Fire MidManagement (FMM); 2) Woodland Professional Firefighter Association (WPFFA); 3) Woodland Police Supervisors Association (WPSA); and 4) MidManagement Professional Association (MMPA).

Approved Side Letter's amending the eligible approved languages under the Bilingual Policy and amend the Stipend from \$150 per month to \$200 per month.

City Manager Paul Navazio pointed out the corrected fee schedule for Consent Calendar Item No. 5.

On a motion by Council Member Davies, seconded by Council Member Rodriguez and carried unanimously, Council

Members approved Consent Calendar items No. 3 through 13.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

VIDEO H. PUBLIC HEARINGS

VIDEO 14. Landmark Tree Designation

Staff recommends that the City Council:

1) Consider the historical and public significance of the six trees recommended for designation as Landmark Trees; and 2) Adopt Resolution No. _____, (Attachment 1), approving the recommendation of the Historical Preservation Commission and the Parks and Recreation Commission to designate as Local Landmark Trees two native Valley Oak trees located at Beamer Park; two native Valley Oak trees located at City Park; the "Shakespeare Club" Valley Oak tree also located at City Park; and the Paradox Walnut tree located in City Park.

Erika Bumgardner and Dave Wilkinson gave a presentation to Council Members.

**Council Members adopted Resolution No. 6951, A
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WOODLAND DESIGNATING SIX TREES LOCATED IN
BEAMER AND CITY PARKS AS LOCAL LANDMARK TREES.**

**On a motion by Council Member Davies, seconded by Council
Member Rodriguez and , Motion.**

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

VIDEO I. REPORTS OF THE CITY MANAGER

VIDEO 15. Conceptual Buildout of the Sports Park and Improvements to Sports Facilities

Staff recommends that the City Council:

1. receive the Council Sub-Committee report related to conceptual plan for buildout of the Sports Park and recommended improvements to other City sports facilities,
2. provide feedback on the recommended project priorities as outlined in the report,
3. provide feedback on the proposed framework whereby the identified projects would be contingent on user groups raising funds for design and construction of facilities as well as ongoing maintenance pursuant to individual operating agreements to be established between each group and the City,
4. direct staff to return to the City Council with information related to the cost to construct, operate, and maintain the proposed Girls Fastpitch Softball fields, associated facilities, and parking lot, and

5. adopt Resolution No. _____, appropriating \$80,000 in Measure J funds, representing “seed” funding to assist individual groups with advancing their respective planning and fund-raising efforts.

Adopted Resolution No. 6952, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN APPROPRIATION OF MEASURE J FUNDS FOR SPORT FACILITY SEED FUNDING.

Council took a five-minute recess before continuing on with Regular Calendar Item No. 16.

On a motion by Mayor Pro Tem Fernandez, seconded by Council Member Davies and carried unanimously, Motion.

Ayes: Barajas, Davies, Fernandez, Rodriguez, Stallard

VIDEO

16. Discussion Concerning Commercial Cannabis Options

Staff recommends that the City Council receive a report from the Ad Hoc Cannabis Sub-Committee and provide feedback on proposed recommendations for regulating commercial cannabis uses in the City of Woodland.

Received report from the AdHoc Cannabis Sub-Committee and provided feedback on proposed recommendations for regulating commercial cannabis uses in the City of Woodland.

VIDEO J. **ADJOURN**

Meeting adjourned at 8:52PM.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 3.
SUBJECT: Commission on Aging Minutes from September 21, 2017

Recommendation for Action:

Staff recommends that the City Council receive the minutes from the September 21, 2017 Commission on Aging meeting, approved on October 19, 2017.

Staff Contact:

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

Prepared By: Dallas Tringali, Community Services Program Manager

Reviewed By: Christine Engel, Community Services Director

Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
minutes	10/20/2017	Cover Memo



Commission on Aging

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

Regular Meeting Minutes

September 21, 2017

Call to Order

Meeting convened at 3:05 p.m. at the Community & Senior Center, 2001 East Street, Woodland, California; Chair Campbell presiding.

Roll Call

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

Pledge of Allegiance

Consent Item

July 20, 2017 Minutes

Commissioner Kelley made the motion to accept the July 20, 2017 minutes as written; Commissioner Wheeler seconded the motion. Passed 3/0

Communication-Commission/Staff Statements and Requests

Commissioner Wheeler attend the Yolo County COA meeting. The Yolo County Day Health Care program was discussed. Commissioner Wheeler will update the Commission at the October meeting. Commissioner Kelley asked staff for an explanation of the City policy on Absence Requests for Commissions.

New Business

Consider Commissioner Requests for Excused Absences from Future Meetings

No requests.

2017 Work Plan Finalize

Added Commissioner Kelley to #6 Advocacy and #7 Handicap Parking of the Work Plan. New Commissioner will be added at the first meeting.

Handicap Parking Subcommittee Recommendations

Commissioner Wheeler made the motion to approve the recommendations to request City Council approve the use of \$41,000 to modify the current parking lot at the Woodland Community & Senior Center; Commissioner Kelley seconded the motion. Passed 3/0

Regular Calendar

Annual Report to Council- May 2018

Speaker Series

Handicap parking at front of WC&SC

Senior Resource Fair May 24, 2018

Apartment List

Draft was provided to Commission. Final review and approval at October COA Meeting.



Commission on Aging

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

Report of the Staff

Senior Center Report

Tringali reviewed the Teens Helping Seniors program, 23 teens volunteered for 863 hours of services for 85 seniors. THS also performed 40 alternate projects around the City.

Facility Update, Senior Issues

Tringali reported that the Maintenance III position was posted and first round of interviews are scheduled for September 28, 2017.

Business Items for Next Meeting

Minutes

Consider Commissioner Requests for Excused Absences from Future Meetings

2017 Work Plan Finalize

Speaker Series

Handicap parking

Senior Resources Fair

Apartment List-Approval

Senior Center Report

Facilities update

Next Meeting Date October 19, 2017

Adjourn

Commissioner Wheeler made the motion to adjourn the meeting at 3:53 p.m., Commissioner Kelley seconded the motion, and motion carried 3/0.

Respectfully submitted,

Cathy Haynie, Administrative Supervisor
Community Services Department



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 4.
SUBJECT: Parks & Recreation Commission Meeting Minutes for
September 25, 2017

Recommendation for Action:

Staff recommends that the City Council receive the September 25, 2017 Parks & Recreation Commission Minutes that were approved on October 23, 2017.

Staff Contact:

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

Prepared By: Kris Bain, Community Services Program Manager

Reviewed By: Christine Engel, Community Services Director

Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
PRC Meeting Minutes_9.25.17	10/31/2017	Cover Memo

City of Woodland

City Hall
300 First Street
Woodland, CA 95695



Parks and Recreation Commission Meeting Minutes

Monday, September 25, 2017

6:30 PM
Council Chambers

- A. Call to Order**
- B. Roll Call**
- C. Pledge of Allegiance**
- D. Communications - Public Comment**
- E. Communications - Commission/Staff Statements and Requests**
- F. Presentation**
- G. New Business**

1. Landmark Tree Nominations

On a motion by Stephanie Miller, seconded by Andrew Foraker and carried unanimously, Motion to recommend City Council designate as Local Landmark Trees two native Valley Oak trees located at Beamer Park; two native Valley Oak trees located at City Park; the "Shakespeare Club" Valley Oak tree also located at City Park; and the Paradox Walnut tree located in City Park.

Ayes: Ali, Foraker, Miller, Salinas, Valcarenghi

Absent: Romero, White-Snyder

2. Handicap Parking Subcommittee Report

On a motion by Jesse Salinas, seconded by Andrew Foraker and carried unanimously, Motion to support the subcommittee recommendation to request that the City Council approve the use of \$41,000 to modify the current parking lot at the Woodland Community & Senior Center to add ten handicap parking stalls with ADA accessible curbs.

Ayes: Ali, Foraker, Miller, Salinas, Valcarenghi

Absent: Romero, White-Snyder

3. Parks and Recreation Facilities Recommendations

On a motion by Stephanie Miller, seconded by Rashid Ali and carried unanimously, Motion to Approve in Concept Draft Parks and Recreation Facilities Recommendations.

Ayes: Ali, Foraker, Miller, Salinas, Valcarenghi

Absent: Romero, White-Snyder

H. Committee Reports

4. Receive updates from the Standing Committees

Budget and Finance Committee-None

Program & Department Evaluation-None

Urban Forest Committee-None

Ad Hoc Committee-None

Volunteerism Committee-Met with Woodland Tree Foundation and will assist with the tree planting on October 28, 2017.

I. Consent Calendar

5. Approve the July 24, 2017 Minutes

On a motion by Andrew Foraker, seconded by Jesse Salinas and carried unanimously, Motion to accept the July 24, 2017 minutes as written.

Ayes: Ali, Foraker, Miller, Salinas, Valcarenghi

Absent: Romero, White-Snyder

J. Other Business

K. Report of the Staff

6. Community Services Report for September 25, 2017

L. Next Meeting

October 23, 2017

M. Adjourn

On a motion by Stephanie Miller, seconded by Jesse Salinas and carried unanimously, Motion to adjourn the meeting at 8:25 p.m.

Ayes: Ali, Foraker, Miller, Salinas, Valcarenghi

Absent: Romero, White-Snyder



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 5.
SUBJECT: Library Facility Master Plan Presentation

Recommendation for Action:

Staff recommends that the City Council receive an update regarding the Library Facility Master Plan. Library Board of Trustees members will be at the meeting to conduct a presentation.

Staff Contact:

Greta Galindo, Library Services Director, (530) 661-5984, greta.galindo@cityofwoodland.org

Prepared By: Greta Galinda, Library Services Director

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

Paul Navazio, City Manager



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 6.
SUBJECT: Fire Department Quarterly Status Report for Period of July 2017 - September 2017

Recommendation for Action:

Staff recommends that the City Council accept the Fire Department Quarterly Status Report for July 2017 through September 2017.

Staff Contact:

Rebecca Ramirez, Fire Chief, (530) 661-5861,

Background:

The Fire Department Quarterly Status Report includes a summary of all activity within the Department. In lieu of providing comprehensive monthly status reports to the City Council and department heads via e-mail communication, the City Council now receives status reports on a quarterly basis via agenda packet.

Conclusion:

Staff recommends that the City Council accept the Fire Department Quarterly Status Report for July 2017 through September 2017.

Prepared By: Jeran Ulrich, Mangement Analyst

Reviewed By: Rebecca Ramirez, Fire Chief

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

Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Fire Department Quarterly Report for 3rd Quarter – July 2017 through September 2017	11/1/2017	Backup Material



WOODLAND FIRE DEPARTMENT

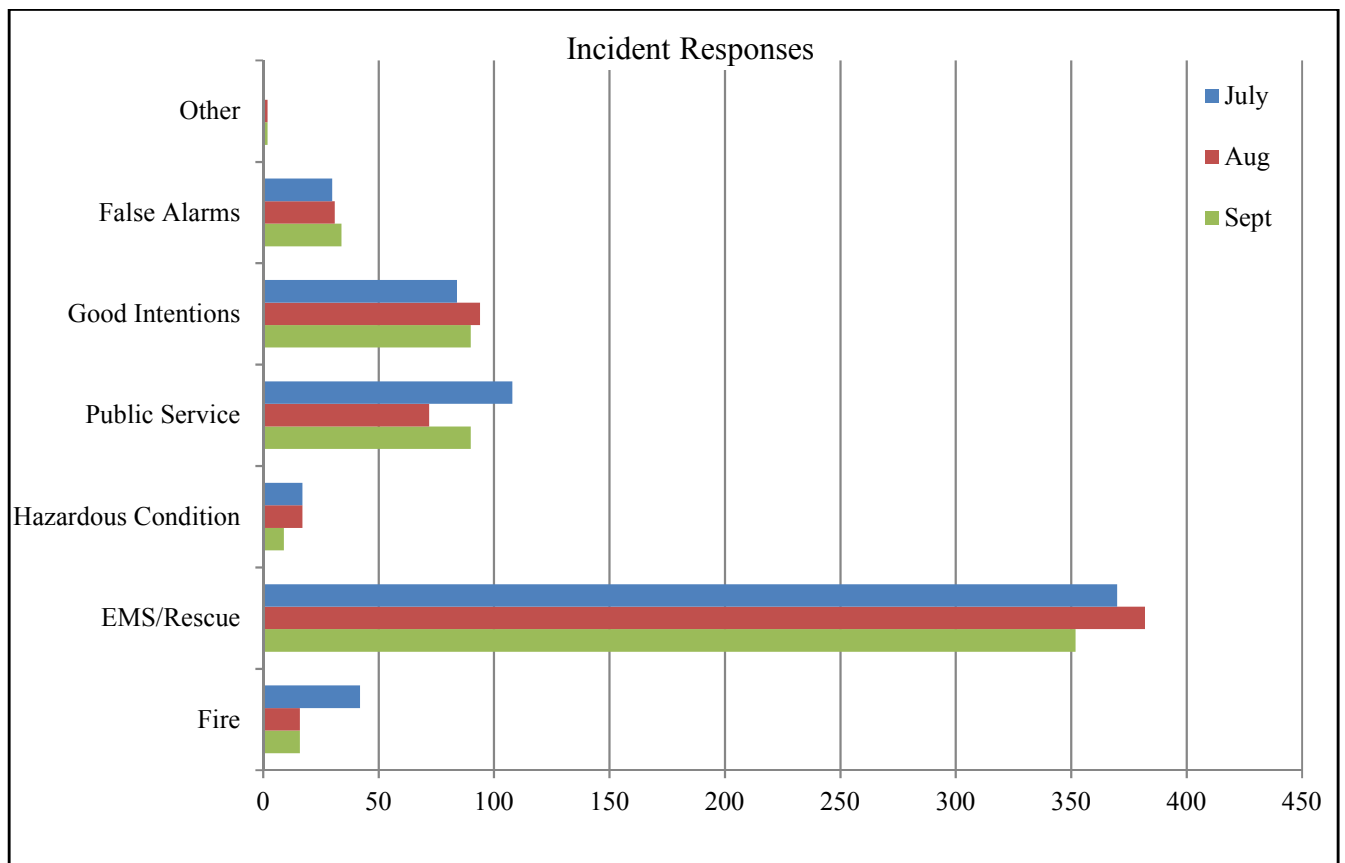
Quarterly Report

DATE: 11/7/2017

SUBJECT: QUARTERLY REPORT FOR JULY-SEPTEMBER2017

The Quarterly Status Report includes a wide variety of information in an effort to better inform the public and the City Council.

Total Incident Responses	July	August	September
Fire	42	16	16
EMS/Rescue	370	382	352
Hazardous Condition	17	17	9
Public Service	108	72	90
Good Intentions	84	94	90
False Alarms	30	31	34
Other	0	2	2
TOTAL	651	614	593

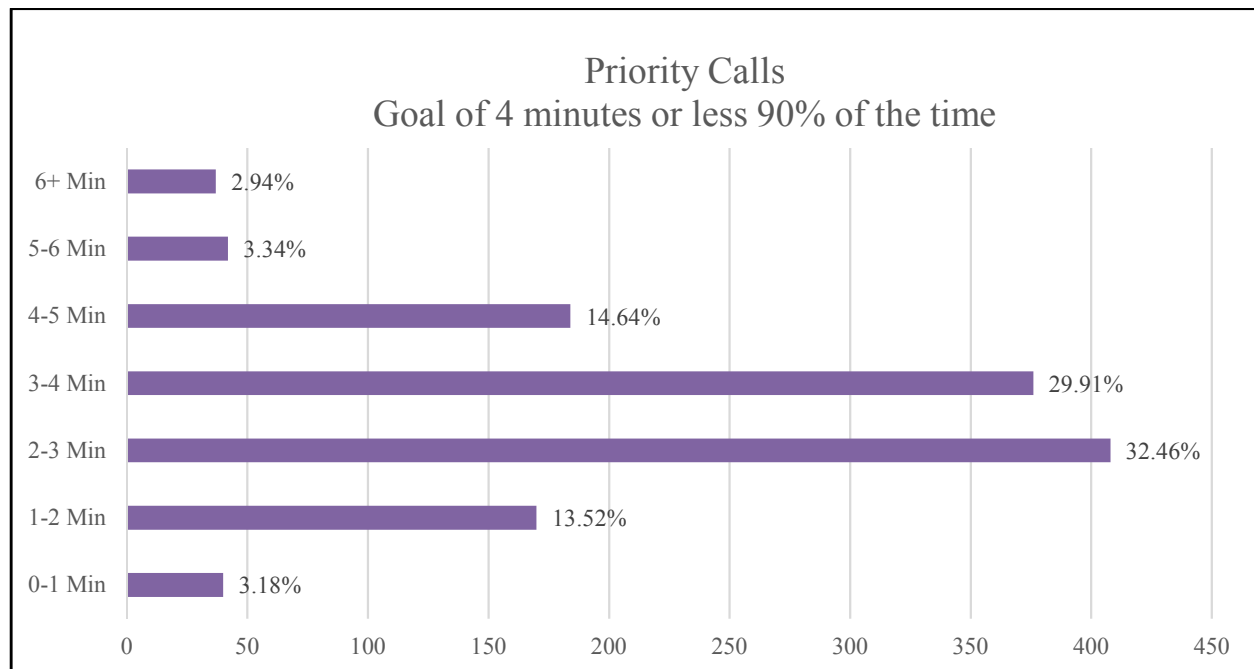


Fire Prevention	April	May	June
Engine Company Inspections	14	53	60
Inspections	78	116	81
Plan Reviews	4	19	15
Code Enforcement Hours	0.5	3.5	2
Fire Investigation Hours	0	1	0

Quarterly Response Times:

Based on the City's general plan, the Woodland Fire Department has adopted the national response time standards set forth in NFPA 1710. These times are calculated using en route time (the time the company leaves the station) and arrival time (the time the company arrives on scene). Below is a breakdown of response time goals and average response times (in minutes) by type of call:

Quarterly Response Times	July-September 2017		
	Response Goal	Actual Performance	Avg. Response Time
Structure Fire (1 st Unit)	4 minutes 90% of the time	100.00%	2:38
Fire- Other	4 minutes 90% of the time	79.60%	3:17
Full First Alarm Assignment (3 Engines, 1 Truck, 1BC)	8 minutes 90% of the time	100.00%	NA
Emergency Medical	4 minutes 90% of the time	77.90%	3:13



Automatic or Mutual Aid:

Automatic aid is provided to another agency through formal agreement and occurs automatically on significant events without any special request. Mutual aid occurs when fire departments provide help to one another upon special request when a significant event(s) (large incident or multiple small incidents) take place. Every fire agency in Yolo County is a signatory to this agreement.

	July	Aug	Sept
Aid Received	7	2	5
Aid Given	20	17	18
TOTAL	27	19	23

Significant Calls:

Exterior Fire at Home Depot.

On August 29, 2017 at 6:30 PM, the Woodland Fire Department responded to the report of an exterior fire at Home Depot. The Yolo County Strike Team, including Woodland Brush 3, came upon this incident as they were responding to the Ponderosa Fire in Butte County. Brush 3 initiated fire attack and requested a 1st Alarm response from the city. Engine 3, Truck 3 and Battalion 1 arrived on scene, assumed fire attack, and checked for fire extension into the building, finding none. The quick fire attack, no doubt, resulted in keeping the property loss to a minimum. Brush 3 was released from the scene and continued, with the Strike Team to the fire in Butte.

The fire was located in an outdoor storage area to the rear of this location and involved pallets of insulation as well as bulk windows. The exact cause is unknown but was most likely caused by the sun reflecting through the windows and igniting paper products. Crews were on scene for an hour for overhaul and then turned the property over to the manager.

Explosion on the 1400 of Spring Creek Dr.

On Sept 27, 2017 just after 9 PM, the Woodland Fire Department was dispatched to a report of a structure fire on the 1400 block of Spring Creek Dr. Initial reports when crews arrived indicated that there was no fire, yet a significant amount of structural damaged was found in and around the building. After fire personnel made contact with the resident it was determined that the home should be evacuated by firefighters as well as the other homes in the vicinity, until Law Enforcement and the Yolo County EOD could determine there was no other risk of explosion. Two occupants of the home were treated for blast related injuries by Woodland firefighters and AMR. The scene was turned over to Yolo County EOD technicians and ATF Agents to complete their investigation.

Incidents like these test the skills of public safety officials. A compromised building that has already had one explosion, with an unknown risk of a secondary blast, make for a dynamic scene. Aggressive actions to evacuate and deny entry into the area were important to the safety

of our citizens and public safety personnel. The interoperability between Woodland PD and Woodland Fire is always highlighted during these type of incidents.

Structure Fire on Buckeye Street

At approximately 1AM on July 5, 2017, the Woodland Fire Department responded to a reported fence fire that was exposing two homes to flames, on the 100 block of Buckeye Street. Less than 4 minutes later the first engine arrived to find one of the homes well involved on the exterior. Additionally, firefighters reported that the neighbor's home was being damaged by the radiant heat from the fire. "Firefighters quickly knocked down the flames concentrated along the fence and vinyl siding. Fortunately, the fire was kept to the exterior of both homes negating any smoke or water damage to the interior.

Upon completion of the investigation, the fire was determined to have started in the area of the trash totes. The homeowner did admit to dumping spent fireworks into the tote, after wetting them down. Three engine companies, one ladder truck and a Battalion Chief responded to the incident for a total of 13 personnel. No injuries were reported, and firefighters estimated 30,000 dollars in damage occurred between the two homes, with a total in 500,000 dollars in property saved.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 7.
SUBJECT: Treasurer's Investment Report Quarter Ending September 30, 2017

Recommendation for Action:

Staff recommends that the City Council accept the quarterly Treasurer's Investment Report for the quarter ended September 30, 2017.

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 September 30, 2017 the City treasury consisted of investments with a total book value of \$108,014,352. The yield on the Local Agency Investment Fund (LAIF) balances for the quarter ending September 2017 was 1.11%, the average yield on the City of Woodland's investments as of September 30, 2017 was 2.10%. This results in an overall portfolio yield, combining all investments and LAIF of 1.45%.

The City Investment Policy has established a benchmark equal to the 90-day U.S. Treasury bill, which for the quarter ending September 2017 was 1.06%. 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 twenty months, and achieve an investment return of 1.22% based on the parameter of allowable investments. As of September 30, 2017 the City maintained 39.30% of the investment portfolio in highly liquid funds, achieved an overall effective duration for investments of nineteen months, and achieved an investment return of 1.45%. The increase in investment return is the result of older lower yield investments maturing and the City reinvesting the proceeds in newer higher yield 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 its investable liquidity in agency callable bonds and certificates of deposit. The investments will be made with the goal of increasing the overall effective duration of investments to twenty 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 \$2,000,000 of 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 glossary of investment terminology and 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 the City Council accept the quarterly Treasurer's Investment Report for the quarter ended September 30, 2017.

Prepared By: Adam Devlin, Senior Accountant

Reviewed By: Kimberly McKinney, Finance Officer



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Q1 FY 2017 11.07.2017	10/11/2017	Backup Material

**CITY OF WOODLAND
INVESTMENT REPORT**

September-17

SUMMARY OF INVESTMENTS

TYPE OF INVESTMENT	AMOUNT	TOTAL
Local Agency Investment Fund (LAIF)	44,785,139	41.5%
Certificate of Deposit	4,000,000	3.7%
Agency	38,638,102	35.8%
Corporate Securities	20,591,112	19.1%
TOTAL	108,014,352	100.0%

	Maturity Date	Interest	Call Date	PAR Amount	Principal Amount	Current Market Value	Security ID
United Bankers	2/11/2019	1.55	N/a	250,000	250,000	N/a	909557GP9
BMW Bank	6/16/2020	1.85	N/a	250,000	250,000	N/a	05580AJK1
Comenity Capital Bank	6/19/2020	1.75	N/a	250,000	250,000	N/a	20033AUE4
Merrick Bank	6/19/2020	1.80	N/a	250,000	250,000	N/a	59013JYV5
Ally Bank	6/22/2020	1.90	N/a	250,000	250,000	N/a	02006L3N1
Wex Bank	8/3/2020	1.85	N/a	250,000	250,000	N/a	92937CFV5
Bridgewater Bank	6/16/2021	1.85	N/a	250,000	250,000	N/a	108622FR7
Business Bank	6/23/2021	1.80	N/a	250,000	250,000	N/a	12325EHU9
First Financial Bank	6/29/2021	1.85	N/a	250,000	250,000	N/a	32021MEY1
Summitt Community Bank	6/30/2021	1.85	N/a	250,000	250,000	N/a	86604XLZ7
DNB First Bank	6/16/2022	1.95	N/a	250,000	250,000	N/a	25590AAF7
Goldman Sachs Bank	6/21/2022	2.35	N/a	250,000	250,000	N/a	68148PKX4
Marine Bank	6/29/2022	1.95	N/a	250,000	250,000	N/a	56817TAA9
Marlin Business Bank	6/29/2022	1.95	N/a	250,000	250,000	N/a	57116APK8
Discover Bank	7/26/2022	2.30	N/a	250,000	250,000	N/a	2546726C7
Wells Fargo Bank	7/28/2022	2.30	N/a	250,000	250,000	N/a	949763JU1

Total CD Investments

4,000,000 4,000,000

Federal Home Loan Bank	10/26/2017	0.63	10/26/2017	1,000,000	997,103	999,699	3130A6LZ8
Federal Home Loan Mortgage Corp	12/15/2017	1.00	12/15/2017	1,000,000	1,002,313	999,836	3137EADX4
Federal Home Loan Bank	7/17/2018	1.25	7/17/2018	1,000,000	1,000,200	999,600	3130ABTF1
Federal Home Loan Mortgage Corp	8/24/2018	1.04	8/24/2017	2,000,000	1,998,000	1,996,798	3134GAGM0
Federal National Mortgage Association	5/30/2019	1.25	8/31/2017	2,000,000	2,000,000	1,976,170	3136G3MH5
Federal National Mortgage Association	10/27/2019	1.00	10/27/2019	2,000,000	1,981,300	1,977,830	3135G0R39
Federal National Mortgage Association	2/26/2020	1.05	8/26/2017	2,000,000	2,000,000	1,999,810	3136G2XT9
Federal National Mortgage Association	4/27/2020	1.70	4/27/2020	2,000,000	2,005,000	1,999,768	3136G4NJ8
Federal National Mortgage Association	4/28/2020	1.50	4/28/2020	2,000,000	2,000,000	1,991,356	3136G2GR2
Federal National Mortgage Association	8/28/2020	1.25	8/28/2017	1,000,000	1,000,000	979,832	3136G33E3
Federal National Mortgage Association	9/15/2020	1.38	9/15/2020	2,000,000	2,000,000	1,980,952	3136G3PK5
Federal Home Loan Mortgage Corp	10/29/2020	1.16	10/29/2017	2,000,000	1,998,500	1,993,764	3134G7S77
Federal Home Loan Bank	10/29/2020	1.00	7/29/2017	1,142,857	1,142,286	1,141,319	3130A6KG1
Federal Home Loan Mortgage Corp	4/28/2021	1.50	4/28/2021	2,000,000	2,000,000	1,976,050	3134G9AD9
Federal Home Loan Bank	8/24/2021	1.00	8/24/2017	2,000,000	2,000,000	1,994,906	3130A93A7
Federal Home Loan Bank	9/7/2021	1.13	9/7/2017	2,000,000	2,000,000	1,979,558	3130A94G3
Federal Home Loan Bank	10/28/2021	1.25	10/28/2019	2,000,000	1,987,000	1,976,148	3130A9S85
Federal Home Loan Mortgage Corp	11/4/2021	1.10	11/4/2017	1,500,000	1,500,000	1,489,418	3134GAVP6
Federal Home Loan Mortgage Corp	12/29/2021	2.13	12/29/2017	2,000,000	2,000,000	1,995,190	3134GBTY8
Federal Home Loan Mortgage Corp	1/26/2022	2.13	1/26/2018	2,000,000	2,000,000	2,000,360	3134GAT79
Federal Home Loan Mortgage Corp	4/27/2022	2.63	4/27/2018	2,000,000	2,026,400	2,014,780	3134GBHM7
Federal Home Loan Mortgage Corp	6/29/2022	2.13	12/29/2017	2,000,000	2,000,000	1,995,104	3134GBWY4

Total Agency Investments

38,642,857 38,638,102 38,458,247

**CITY OF WOODLAND
INVESTMENT REPORT**

	<i>Maturity Date</i>	<i>Interest</i>	<i>Call Date</i>	<i>PAR Amount</i>	<i>Principal Amount</i>	<i>Current Market Value</i>	<i>Security ID</i>
Honda	10/10/2018	2.13	N/a	500,000	510,470	502,995	02665WAC5
Pepsi Co	1/7/2019	2.25	N/a	500,000	511,715	504,236	713448CK2
Oracle	1/15/2019	2.38	N/a	500,000	514,730	505,344	68389XAQ8
JP Morgan Chase & Co	1/28/2019	2.35	N/a	500,000	510,478	504,043	46625HJR2
Cisco	3/1/2019	2.13	N/a	500,000	507,360	504,105	17275RAR3
Apple Inc	5/6/2019	2.10	N/a	500,000	513,105	504,300	037833AQ3
PFIZER	5/15/2019	2.10	N/a	500,000	506,585	504,308	717081DL4
Walt Disney Company	5/30/2019	1.85	N/a	500,000	505,430	501,482	25468PDA1
Oracle	10/8/2019	2.25	N/a	500,000	512,440	506,502	68389XAX3
JP Morgan Chase & Co	10/22/2019	2.20	N/a	500,000	506,335	503,489	48127HAA7
US Bank Cincinnati	10/28/2019	2.13	N/a	500,000	502,535	503,900	90331HML4
General Electric Cap Corp	12/1/2019	2.10	N/a	500,000	511,285	504,439	36962G6P4
Costco	12/15/2019	1.70	N/a	500,000	499,510	499,963	22160KAF2
Cisco	1/15/2020	4.45	N/a	500,000	548,733	529,923	17275RAH5
Exxon	3/6/2020	1.91	N/a	500,000	508,480	501,770	30231GAG7
IBM	5/15/2020	1.63	N/a	500,000	490,433	498,817	459200HM6
Qualcomm Inc	5/20/2020	2.25	N/a	500,000	496,870	504,058	747525AD5
Cisco	6/15/2020	2.45	N/a	500,000	511,695	508,376	17275RAX0
Wal-Mart	7/8/2020	3.63	N/a	500,000	545,540	525,296	931142CU5
Wal-Mart	7/8/2020	3.63	N/a	500,000	540,835	525,296	931142CU5
Intel	7/29/2020	2.45	N/a	500,000	508,463	509,600	458140AQ3
Pfizer	8/12/2020	5.20	N/a	500,000	571,167	548,960	717081DR1
Ralph Lauren Corp	8/18/2020	2.63	N/a	500,000	502,865	507,245	751212AB7
Simon Property Group	9/1/2020	2.50	N/a	500,000	509,175	506,552	828807CU9
Automated Data Processing (ADP)	9/15/2020	2.25	N/a	500,000	507,140	504,931	053015AD5
Coca-Cola Co	10/27/2020	1.88	N/a	500,000	497,735	500,736	191216BT6
UPS	1/15/2021	3.13	N/a	1,000,000	1,042,770	1,037,139	911312AM8
Johnson & Johnson	5/15/2021	3.55	N/a	500,000	531,000	528,720	478160AZ7
Google	5/19/2021	3.63	N/a	1,000,000	1,069,370	1,058,928	02079KAA5
Caterpillar	8/9/2021	1.70	N/a	500,000	501,113	491,171	14912L6U0
Pepsico	10/6/2021	1.70	N/a	500,000	488,785	493,141	713448DL9
GE	10/17/2021	4.65	N/a	500,000	553,830	547,781	36962G5J9
JPMorgan Chase & Co	1/24/2022	4.50	N/a	500,000	535,990	542,438	46625HJD3
Apple (APPL)	2/9/2022	2.50	N/a	500,000	509,485	507,055	037833CM0
Costco	2/15/2022	2.25	N/a	500,000	499,745	502,382	22160KAH8
Chevron	3/3/2022	2.41	N/a	500,000	506,350	503,909	166764AT7
Pepsico	5/2/2022	2.25	N/a	500,000	504,250	501,239	713448DT2
IBM	9/8/2022	2.20	N/a	500,000	497,315	495,234	44932HAC7

Total Corporate Investments

20,000,000 20,591,112 20,429,796

Total of LAIF Funds & Investments Detail

108,014,352

Check Total (Should be zero)

CASH ACCOUNTS as of 9/30/17

Bank Accounts with U.S. Bank	\$2,710,072
Petty Cash	\$2,778
Cash with Fiscal Agent	\$6,101,855

INTEREST SUMMARY

Prior Quarters Interest Earned - Investments	\$0
Prior Quarters Interest Earned - LAIF	\$0
Total Interest Received	\$0
Interest Received from July 1, 2017 to September 30, 2017	\$348,847
Total Fiscal Year-to-Date Interest Received	\$348,847

CITY OF WOODLAND
INVESTMENT REPORT

<i>Maturity Date</i>	<i>Interest</i>	<i>Call Date</i>	<i>PAR Amount</i>	<i>Principal Amount</i>	<i>Current Market Value</i>	<i>Security ID</i>
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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			
07/01/17	Month Beginning Balance			52,179,052
07/06/17	Deposit into LAIF	2,000,000		54,179,052
07/14/17	Quarterly Interest	106,087		54,285,139
07/17/17	Withdraw from LAIF		2,000,000	52,285,139
07/20/17	Withdraw from LAIF		5,000,000	47,285,139
07/21/17	Withdraw from LAIF		2,000,000	45,285,139
07/28/17	Withdraw from LAIF		2,000,000	43,285,139
08/31/17	Withdraw from LAIF		2,000,000	41,285,139
09/01/17	Withdraw from LAIF		1,000,000	40,285,139
09/28/17	Deposit into LAIF	3,000,000		43,285,139
09/29/17	Deposit into LAIF	1,500,000		44,785,139
09/30/17	Month End Balance			44,785,139

Bonds and Other Investments

4/1/2017	BEGINNING BALANCE			61,231,667
7/21/2017	Purchase FHLMC 3134GBWY4	2,000,000		63,231,667
7/21/2017	Purchase FHLB 3130ABTP1	1,000,200		64,231,867
7/25/2017	Purchase Chevron 166764AT7	506,350		64,738,217
7/25/2017	Purchase Pepsico 713448DT2	504,250		65,242,467
7/25/2017	Purchase Apple 037833CM0	509,485		65,751,952
7/25/2017	Sold Apple 037833AJ9		497,961	65,253,990
7/25/2017	Sold HSBC 40428HPH9		503,200	64,750,791
7/25/2017	Sold Chevron 166764AE0		503,822	64,246,968
7/26/2017	Purchase Discover Bank 2546726C7	250,000		64,496,968
7/28/2017	Purchase Wells Fargo Bank 949763JU1	250,000		64,746,968
8/2/2017	Purchase Wex Bank 92937CFV5	250,000		64,996,968
8/11/2017	Purchase United Bankers 909557GP9	250,000		65,246,968
8/28/2017	Matured FNMA 3135GOMZ3		1,001,580	64,245,388
9/25/2017	Purchase IBM 44932HAC7	497,315		64,742,703
9/25/2017	Sold Coke 191216BF6		510,360	64,232,343
9/29/2017	Matured FHLMC 3137EADLO		1,003,130	63,229,213
9/30/2017	Month End Balance			63,229,213

END OF MONTH TOTAL DEBITS

108,014,352

Check Total (Should be Zero)

-

Transactions w/LAIF	10
Purchase of New Bonds	2
Bonds Called	0
Purchase of New CD	4
CD Matured	0
Bonds Sold	0
Bonds Matured	2
Purchase of Corp Securities	4
Sale of Corp Securities	4

1992 Wastewater			
reserve fund	\$0.00	AIG-Notes, Mortgages, etc	\$0.00
interest fund	\$0.00		\$0.00
Revenue Fund	\$0.00		\$0.00
interest fund	\$0.00		0.00
Reserve fund	\$0.00		\$0.00
CFD - Gibson Ranch			
94-1			
Spc tax debt svc	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury
reserve acct	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury
Spc tax debt svc	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury
Series 2001 Acct	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury
2004 Refunding spc tax	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury
2004 Refunding spc tax	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury
2004 Subordinate Revenue	\$248.37	\$248.37	Cash Mgmt-1st Am Treasury
2004 Subordinate (Incl Reserve)	\$226,393.21	\$226,393.21	Cash Mgmt-1st Am Treasury
Spring Lake 2013			
Reserve Fund	\$2,136,272.73	\$2,136,272.73	Cash Mgmt-1st Am Prime Obligation
Spring Lake 2016			
Special tax proceeds	\$0.19	\$0.19	Cash Mgmt-1st Am Prime Obligation
Special tax fund	\$116.70	\$116.70	Cash Mgmt-1st Am Prime Obligation
Reserve fund	\$1,122,730.68	\$1,122,730.68	Cash Mgmt-1st Am Prime Obligation
Revenue Anticipation Notes			
Water Revenue Bonds 2011			
revenue acct.	\$1,436.62	\$1,436.62	US Bank Mmkt 5 -Ct
Interest acct.	\$7.95	\$7.95	US Bank Mmkt 5 -Ct
reserve acct.	\$1,324,577.50	\$1,324,577.50	US Bank Mmkt 5 -Ct
proceeds acct	\$0.00	\$0.00	US Bank Mmkt 5 -Ct
ARRA 2011			
Principal and Interest account	\$355,968.64	\$355,968.64	US Bank Mmkt 5 -Ct
Reserve fund	\$201,010.16	\$201,010.16	US Bank Mmkt 5 -Ct
Bond Anticipation Notes			
2007 RDA TABS			
Tax Revenue Fund	\$0.03	\$0.03	Cash Mgmt - 1st Am Treasury Oblig
Interest Account	\$669.73	\$669.73	Cash Mgmt - 1st Am Treasury Oblig
Principal Account	\$4.90	\$4.90	Cash Mgmt - 1st Am Treasury Oblig
reserve account - 2007 A	\$594,075.92	\$594,075.92	Cash Mgmt - 1st Am Treasury Oblig
reserve account - 2007 B	\$0.00	\$0.00	Cash Mgmt - 1st Am Treasury Oblig
CDBG Account			
Savings Account	\$138,341.25	\$138,341.25	Bank of America - Quarterly Bank Statement
TOTAL		\$6,101,854.58	
Check Summary Total (Should be zero)		\$0.00	

Investment Glossary

Call date - the date on which a bond can be redeemed before maturity. If the issuer feels there is a benefit to refinancing the issue, the bond may be redeemed on the call date at par or at a small premium to par.

Current market value (CMV) - the resale valuation attached to a security held long in an investor's margin account. The current market value is usually taken as the closing price for listed securities.

CUSIP (Security ID) - stands for Committee on Uniform Securities Identification Procedures. Formed in 1962, this committee developed a system (implemented in 1967) that identifies securities, specifically U.S. and Canadian registered stocks, and U.S. government and municipal bonds. The CUSIP number consists of a combination of nine characters, both letters and numbers, which act as a sort of DNA for the security - uniquely identifying the company or issuer and the type of security. The first six characters identify the issuer and are assigned in an alphabetical fashion; the seventh and eighth characters (which can be alphabetical or numerical) identify the type of issue; and the last digit is used as a check digit.

Interest rate - the amount charged, expressed as a percentage of principal, by a lender to a borrower for the use of assets. Interest rates are typically noted on an annual basis, known as the annual percentage rate (APR).

Maturity date - the date on which the principal amount of a note, draft, acceptance bond or another debt instrument becomes due and is repaid to the investor and interest payments stop.

Par - In its most common usage, par value applies to bonds. The term refers to the face value of the bond, that is, the value at which the issuer will redeem the bond at maturity.

Principal - is used to refer to the original amount of investment. A bond's principal is the amount of money the bond-issuer owes to the bondholder upon maturity.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 8.
SUBJECT: Authorization to Purchase One (1) Chevy Tahoe Police Patrol Vehicle

Recommendation for Action:

Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of one (1) Chevy Tahoe Police Patrol Vehicle from Winner Chevrolet in the amount of \$59,194.28.

Staff Contact:

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

Fiscal Impact:

This vehicle purchase will result in an expenditure of \$59,194.28 to be funded through the FY 2017/2018 Vehicle Replacement budget already approved by the City Council. The new Chevy Tahoe will replace an older Chevy Tahoe that has reached the end of its useful life.

Background:

Fleet Services obtained a proposal from Winner Chevrolet under California State Contract #1-16-23-23D. The purchase price was vetted through a competitive bidding procedure administered through the Department of General Services. Although the City Council adopted the budget to replace the vehicle, the purchase itself requires a separate Council action. Per the City's Purchasing Ordinance, all materials, supplies and equipment purchases greater than \$50,000 must be awarded by the City Council

Discussion:

Fleet Services will create a purchase order for the vehicle purchase upon Council approval. The dealership will place the vehicles on order once the purchase order is received from the City. It will take approximately 6-7 weeks for delivery after the orders have been placed. Once the new vehicle arrives, Fleet Services will need about two weeks to in-process the new vehicle before it can be released to the Police Department for use. The older vehicles will be turned in for auction once the new vehicle is fully operational.

Conclusion:

Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of one (1) Chevy Tahoe Police Patrol Vehicle from Winner Chevrolet in the amount of \$59,194.28.

Prepared By: Troy Thompson, Fleet & Facilities Manager

Reviewed By: Greg Meyer, Public Works Director

Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
-------------	-------------	------

Dealership Quote
Resolution

10/26/2017
10/26/2017

Backup Material
Resolution

Elk Grove Auto / Winner Chevrolet

Quotation

8575 Laguna Grove Drive
Elk Grove, CA 95757
916-426-5752

DATE October 25, 2017
Quotation # 20195

To:

Troy Thompson
City of Woodland

Prepared by: Jerry Powers

(530) 661-5956

Comments or special instructions: Vehicle build and options are in additional pages.
State Contract # 1-16-23-23D

Description	AMOUNT
Line 3 SUV	\$ 38,400.00
Options (Refer to Window Sticker)	\$ 1,753.00
PPV Credit	\$ (1,800.00)
LEHR Upfitter	\$ 16,848.97
Paint (4 Doors/Roof)	\$ 1,850.00
DOC Fee	\$ 80.00
4x2 Credit	\$ (2,400.00)
**** Please review, sign, and return a copy of the quote and **** **** specs with the PO or the vehicle will not be ordered. **** ****Shipping charge added for deliveries beyond Sacramento. No charge for will call.****	
Subtotal:	\$ 54,731.97
Tax Rate: 8.000%	\$ 4,378.56
CA Tire Fee: \$1.75 / Per Tire	Tire Fee: \$8.75
	Delivery Charge: \$ 75.00
	Total \$ 59,194.28

Add CA Sales Tax (Tire Fee and Delivery are NOT to be taxed)

If you have any questions concerning this quotation, contact Jerry Powers at 916-426-5752 or email at JPowers@LasherAuto.com

THANK YOU FOR YOUR BUSINESS!

Line # 3 SUV

Prepared By:
Jerry Powers
Winner Chevy / Elk Grove Auto
8575 Laguna Grove Dr
Elk Grove, CA 95757
Phone: (916) 426-5752
Fax: (916) 421-0149
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In an effort to offer your agency the best possible price,
this quote is based on the Ca. State Contract at no
additional cost to you and reflects your specifications.

2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

2018 Chevrolet Tahoe

CC15706 2WD 4dr Commercial

Photo may not represent exact vehicle or selected equipment.

*** PLEASE REVIEW THE "WINDOW STICKER" AND ALL INCLUDED INFORMATION AND SPECIFICATIONS FOR ACCURACY. IF A PURCHASE ORDER IS ISSUED, PLEASE INCLUDE A SIGNED COPY OF THIS QUOTE WITH THE "WINDOW STICKER." BY THIS QUOTE BEING SIGNED AND RETURNED BY THE PURCHASING AGENCY, THE PURCHASING AGENCY ACKNOWLEDGES THAT THE VEHICLE CONFIGURATION AND PRICE ARE ACCURATE. ***

*** TAX IS NOT INCLUDED IN THE QUOTE PRICE. PURCHASING AGENCY IS RESPONSIBLE FOR CALCULATING TAX. THE TAX RATE IS BASED ON THE REGISTRATION ADDRESS AND CANNOT BE A PO BOX. ***

*** IF THE VEHICLE IS GOING TO BE DELIVERED BEYOND F.O.B. SACRAMENTO, ADDITIONAL COST WILL BE REQUIRED. ***

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Email: JPowers@LasherAuto.com

2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706

WINDOW STICKER

CODE	MODEL	MSRP
CC:15706	2018 Chevrolet Tahoe 2WD 4dr Commercial	\$46,340.00
5.3L/325 CID Gas/Ethanol V8		
* 6-Speed Automatic		
Interior: - Jet Black		
Exterior 1: - Black		
Exterior 2: - No color has been selected.		
OPTIONS		
Z56	SUSPENSION PACKAGE, HEAVY-DUTY, POLICE-RATED	INC
YF5	EMISSIONS, CALIFORNIA STATE REQUIREMENTS	\$0.00
L83	ENGINE, 5.3L ECOTEC3 V8 WITH ACTIVE FUEL MANAGEMENT, DIRECT INJE	\$0.00
MYC	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED	\$0.00
GU4	REAR AXLE, 3.08 RATIO	\$0.00
1FL	COMMERCIAL PREFERRED EQUIPMENT GROUP	\$0.00
RAP	WHEELS, 17" X 8" (43.2 CM X 20.3 CM) STEEL, POLICE, BLACK	INC
QAR	TIRES, P265/60R17 ALL-SEASON, POLICE, V-RATED	INC
ZAK	TIRE, SPARE, P265/60R17 ALL-SEASON, POLICE, V-RATED	INC
ZY1	PAINT SCHEME, SOLID APPLICATION	INC
GBA	BLACK	\$0.00
AZ3	SEATING, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER	\$0.00
H0U	JET BLACK, CLOTH SEAT TRIM	\$0.00
IO5	AUDIO SYSTEM, CHEVROLET MYLINK RADIO WITH 8" DIAGONAL COLOR TO	\$0.00
C5U	GVWR, 6800 LBS. (3084 KG)	INC
9C1	IDENTIFIER FOR PPV	INC
	CAPLESS FUEL FILL	INC
NZZ	SKID PLATE PACKAGE	INC
K4B	BATTERY, AUXILIARY, 730 CCA	INC
	POWER SUPPLY, 100-AMP, AUXILIARY BATTERY, REAR ELECTRICAL CENTE	INC

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706

WINDOW STICKER

	POWER SUPPLY, 50-AMP, POWER SUPPLY, AUXILIARY BATTERY	INC
KW7	POWER SUPPLY, 120-AMP, (4) 30-AMP CIRCUIT, PRIMARY BATTERY	INC
RM7	ALTERNATOR, 170 AMPS, HIGH OUTPUT	INC
	WHEEL, 17" X 8" (43.2 CM X 20.3 CM) FULL-SIZE, STEEL SPARE	INC
	LUGGAGE RACK, DELETE	INC
B85	MOLDINGS, BRIGHT BODYSIDE	\$150.00
6J7	FLASHER SYSTEM, HEADLAMP AND TAILLAMP, DRL COMPATIBLE	\$495.00
7X7	SPOTLAMP, LEFT- AND RIGHT-HAND	\$850.00
	EXTERIOR ORNAMENTATION DELETE	INC
VK3	LICENSE PLATE FRONT MOUNTING PACKAGE	\$0.00
6J3	WIRING, GRILLE LAMPS AND SIREN SPEAKERS	\$92.00
6J4	WIRING, HORN AND SIREN CIRCUIT	\$41.00
	DOOR HANDLES, BODY-COLOR	INC
UN9	RADIO SUPPRESSION PACKAGE, WITH GROUND STRAPS	INC
ATD	SEAT DELETE, THIRD ROW PASSENGER	INC
	INSTRUMENTATION, ANALOG	INC
	KEY, 2-SIDED	INC
6E2	KEY COMMON, COMPLETE VEHICLE FLEET	\$25.00
	THEFT-DETERRENT SYSTEM, VEHICLE, PASS-KEY III	INC
	POWER OUTLETS, 4 AUXILIARY, 12-VOLT	INC
9G8	HEADLAMPS, DAYTIME RUNNING LAMPS AND AUTOMATIC HEADLAMP CON	\$50.00
	SAFETY BELTS, 3-POINT, DRIVER AND FRONT PASSENGER IN ALL SEATING	INC
R8Y	FLEET FREE MAINTENANCE CREDIT	-\$67.50
VQ2	FLEET PROCESSING OPTION	\$0.00
VPV	SHIP THRU, PRODUCED IN ARLINGTON ASSEMBLY	INC
	SPECIAL EQUIPMENT OPTIONS	
5T5	SEATS, 2ND AND 3RD ROW VINYL WITH FRONT CLOTH SEATS	\$0.00
UTQ	CONTENT THEFT ALARM DISABLE	\$50.00

+ 903 - Center Section Delete

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Phone: (916) 428-5752
Fax: (916) 421-0149
Email: JPowers@LasherAuto.com

2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706

WINDOW STICKER

Est City: 16.00 mpg
Est Highway: 23.00 mpg
Est Highway Cruising Range: 598.00 mi

Prepared By:
Jerry Powers
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8575 Laguna Grove Dr
Elk Grove, CA 95757
Phone: (916) 428-5752
Fax: (916) 421-0149
Email: JPowers@LasherAuto.com

2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2018 Fleet/Non-Retail CC:15706 2WD 4dr Commercial

ENTERTAINMENT

- Audio system, Chevrolet MyLink Radio with 8" diagonal color touch-screen AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones; voice-activated technology for radio and phone; and Shop with the ability to browse, select and install apps to your vehicle. You can customize your content with audio, weather and more; featuring Apple CarPlay and Android Auto capability for compatible phone, 5 USB ports and 1 auxiliary jack
- Audio system feature, single-slot CD/MP3 player
- Audio system feature, 6-speaker system
- SiriusXM Satellite Radio, delete
- Bluetooth for phone personal cell phone connectivity to vehicle audio system
- OnStar 4G LTE and available built-in Wi-Fi hotspot offers a fast and reliable Internet connection for up to 7 devices; includes data trial for 3 months or 3GB (whichever comes first) (Requires UET) OnStar Guidance plan. Available Wi-Fi requires compatible mobile device, active OnStar service and data plan. Data plans provided by AT&T. Visit onstar.com for details and system limitations.)

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706
STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2018 Fleet/Non-Retail CC:15706 2WD 4dr Commercial

EXTERIOR

- Wheels, 17" x 8" (43.2 cm x 20.3 cm) painted steel with (9C1) Police Vehicle, includes Silver with center caps (Not included when (NHT) Max Trailering Package is ordered.)
- Tires, P265/70R17 all-terrain, blackwall (Not included when (NHT) Max Trailering Package is ordered.)
- Tire, spare P265/70R17 all-season, blackwall
- Wheel, full-size spare, 17" (43.2 cm) steel
- Tire carrier, lockable outside spare, winch-type mounted under frame at rear
- Active aero shutters, front
- Fascia, front body-color (With (9C1) Police Vehicle, includes recovery hook openings, but does not include hooks.)
- Fascia, rear body-color
- Assist steps, Black (Premier includes chrome accent strip) (Deleted when (RVQ) Assist step kit, Black, LPO or (VXH) Assist step kit, Chrome, LPO are ordered.)
- Mirrors, outside heated power-adjustable, manual-folding and color keyed driver mirror includes spotter mirror driver- and front passenger-side glass)
- Glass, deep-tinted (With (9C1) Police Vehicle includes all windows, except light-tinted glass on windshield and driver- and front passenger-side glass)
- Wipers, front intermittent, Rainsense
- Wiper, rear intermittent with washer
- Liftgate, rear manual

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706
STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2018 Fleet/Non-Retail CC:15706 2WD 4dr Commercial

INTERIOR

- Seating, front 40/20/40 split-bench, 3-passenger includes 6-way power driver and 2 way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage (includes auxiliary power outlet, USB port and input jack for audio system), storage compartments in seat cushion, adjustable outboard head restraints and storage pockets (With vinyl, does not include (AG1) Driver 6-way power seat adjuster or (AG2) Front passenger 6-way power adjuster.)
- Seat trim, cloth
- Seat adjuster, front passenger 6-way power
- Seats, second row 60/40 split-folding bench, manual
- Seat, third row manual 60/40 split-folding bench, fold flat
- Floor covering, Black rubberized-vinyl
- Steering column, Tilt-Wheel
- Steering wheel, urethane
- Steering wheel controls, mounted audio and cruise controls includes Driver Information Center controls
- Driver Information Center, 4.2" diagonal multi-color
- Warning tones headlamp on, key-in-ignition, driver and right-front passenger safety belt unlatched and turn signal on
- Door locks, power programmable with lockout protection and delayed locking (With (9C1) Police Vehicle, Auto Lockout is disabled on Driver door.)
- Remote Keyless Entry, extended-range
- Windows, power, with Express-Down and Express-Up on front doors and lock out features
- Cruise control, electronic with set and resume speed
- Climate control, tri-zone automatic with individual climate settings for driver, right-front passenger and rear passengers (With (9C1) Police Vehicle, includes dual-zone automatic, front and rear air conditioning electronic controls)
- Defogger, rear-window electric
- Power outlet, 110-volt
- Power outlets, 5 auxiliary, 12-volt includes outlets in the instrument panel, console, back of console, 1 in 3rd row and 1 in cargo area (With (AZ3) 40/20/40 split-bench front seats, the outlet on the back of the console is deleted.)

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2018 Fleet/Non-Retail CC:15706 2WD 4dr Commercial

- Mirror, inside rearview manual day/night
- Conversation mirror
- Assist handles, 1st row passenger and 2nd row outboard seats (With (9C1) Police Vehicle, 1st row passenger assist handle is removed when (7X7) Spot lamps are ordered.)
- Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions.
- With (9C1) Police Vehicle, interior lighting includes dome light, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions with control switch in the roof console
- Cargo management system
- Cargo net (Deleted when (ATD) 3rd row seat delete is ordered.)
- OnStar Basic plan for 5 years includes select vehicle mobile app features, Advanced Diagnostics and Dealer Maintenance Notification (Does not include Emergency, Security or Navigation services. Visit onstar.com for coverage map, details and system limitations.)

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2018 Fleet/Non-Retail CC:15706 2WD 4dr Commercial

MECHANICAL

- Engine, 5.3L EcoTec3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 N-m] @ 4100 rpm)
- Transmission, 6-speed automatic, electronically controlled with overdrive and tow/haul mode
- Rear axle, 3.08 ratio (Not available with (NHT) Max Trailering Package.)
- Suspension Package, Premium Smooth Ride (Not available with (NHT) Max Trailering Package.)
- GVWR, 7100 lbs. (3221 kg) (Requires 2WD model.)
- E85 FlexFuel capable
- Differential, heavy-duty locking rear
- Rear wheel drive
- Air cleaner, high-capacity
- Cooling, external engine oil cooler, heavy-duty air-to-oil integral to driver side of radiator (With (9C1) Police Vehicle includes heavy-duty oil-to-coolant integral to driver-side of radiator.)
- Cooling, auxiliary transmission oil cooler, heavy-duty air-to-oil
- Battery, 720 cold-cranking amps with 80 amp hour rating
- Alternator, 150 amps
- Trailering equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way sealed connector and 2" trailering receiver
- Trailer sway control
- Suspension, front coil-over-shock with stabilizer bar
- Suspension, rear multi-link with coil springs
- Steering, power
- Hill Start Assist

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2018 Fleet/Non-Retail CC15706 2WD 4dr Commercial

SAFETY

- Brakes, 4-wheel antilock, 4-wheel disc, VAC power with Brake Assist
- StabilityTrak, stability control system with brake assist, includes traction control
- Daytime Running Lamps, with automatic exterior lamp control
- Teen Driver mode a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to encourage safe driving behavior. It can limit certain vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report gives you information on your teen's driving habits and helps you to continue to coach your new driver
- Air bags, frontal and side-impact for driver and front passenger and head curtain side-impact for all rows in outboard seating positions (included and only available with (AZ3) 40/20/40 split-bench front seat. With (9C1) Police Vehicle requires (AZ3) 40/20/40 split-bench front seat and (9U3) SEO front center seat (20% seat) delete. Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Automatic Occupant Sensing System sensor indicator inflatable restraint, front passenger/child presence detector
- Door locks, rear child security
- OnStar Guidance Plan Limited Trial Service, including Automatic Crash Response, Stolen Vehicle Assistance, Roadside Assistance, Turn-by-Turn Navigation, Advanced Diagnostics and more (trial excludes Hands-Free Calling minutes) (Fleet orders receive a 6-month trial. Visit onstar.com for coverage map, details and system limitations. Services vary by model. OnStar acts as a link to existing emergency service providers. Not all vehicles may transmit all crash data.)
- Rear Park Assist with audible warning
- Rear Vision Camera
- LATCH system (Lower Anchors and Top Tethers for Children), for child safety seats; lower anchors and top tethers located in all second row seating positions; top tethers located in third row seating positions
- Tire Pressure Monitor System air pressure sensors in each tire with pressure display in Driver Information Center, includes Tire Fill Alert. With (9C1) Police Vehicle does not apply to spare tire.
- Theft deterrent, content, electrical, unauthorized entry

SELECTED MODEL & OPTIONS

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2018 Fleet/Non-Retail CC15706 2WD 4dr Commercial

Code	Description	MSRP
CC15706	2018 Chevrolet Tahoe 2WD 4dr Commercial	\$46,340.00

SELECTED VEHICLE COLORS - 2018 Fleet/Non-Retail CC15706 2WD 4dr Commercial

Code	Description
-	Interior: Jet Black
-	Exterior 1: Black
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2018 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY	Code	Description	MSRP
SUSPENSION PKG	Z56	SUSPENSION PACKAGE, HEAVY-DUTY, POLICE-RATED front, independent torsion bar, and stabilizer bar and rear, multi-link with coil springs (included and only available with (9C1) Police Vehicle only.)	INC
		EMISSIONS, CALIFORNIA STATE REQUIREMENTS	\$0.00
ENGINE	L83	ENGINE, 5.3L ECOTEC3 V8 WITH ACTIVE FUEL MANAGEMENT, DIRECT INJECTION AND VARIABLE VALVE TIMING includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 N-m] @ 4100 rpm) (STD)	\$0.00
		TRANSMISSION MYC	\$0.00
AXLE	GU4	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode (STD)	\$0.00
		REAR AXLE, 3.08 RATIO (Not available with (NHT) Max Trailering Package.)	\$0.00

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706 SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2018 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY	Code	Description	MSRP
PREFERRED EQUIPMENT GROUP	1FL	COMMERCIAL PREFERRED EQUIPMENT GROUP Includes Standard Equipment	\$0.00
WHEEL TYPE	RAP	WHEELS, 17" X 8" (43.2 CM X 20.3 CM) STEEL, POLICE, BLACK (Included and only available with (9C1) Police Vehicle.)	INC
TIRES	QAR	TIRES, P285/60R17 ALL-SEASON, POLICE, V-RATED (Included and only available with (9C1) Police Vehicle.)	INC
SPARE TIRE	ZAK	TIRE, SPARE, P285/60R17 ALL-SEASON, POLICE, V-RATED (Included and only available with (9C1) Police Vehicle.)	INC
PAINT SCHEME	ZY1	PAINT SCHEME, SOLID APPLICATION	INC
PAINT	GBA	BLACK	\$0.00
SEAT TYPE	AZ3	SEATING, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER includes 6-way power driver and 2 way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage (includes auxiliary power outlet, USB port and input jack for audio system), storage compartments in seat cushion, adjustable outboard head restraints and storage pockets (With vinyl, does not include (AG1) Driver 6-way power seat adjuster or (AG2) Front passenger 6-way power adjuster.) (STD)	\$0.00
SEAT TRIM	H0U	JET BLACK, CLOTH SEAT TRIM	\$0.00
RADIO			

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC15706 SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2018 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY	Code	Description	MSRP
RADIO	IOS	AUDIO SYSTEM, CHEVROLET MYLINK RADIO WITH 8" DIAGONAL COLOR TOUCH-SCREEN AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones; voice-activated technology for radio and phone; and Shop with the ability to browse, select and install apps to your vehicle. You can customize your content with audio, weather and more, featuring Apple CarPlay and Android Auto capability for compatible phone; 5 USB ports and 1 auxiliary jack (STD)	\$0.00
GWWR	CSU	GWWR, 6800 LBS. (3084 KG) (2WD model only. Included and only available with (9C1) Police Vehicle.)	INC
ADDITIONAL EQUIPMENT	9C1	IDENTIFIER FOR PPV includes, (K47) high-capacity air cleaner, (KW7) 170 amp high output alternator, (K4B) 730 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (UN9) radio suppression package, (Z56) heavy-duty, police-rated suspension, front independent torsion bar, and stabilizer bar and rear, multilink with coil springs, (QAR) P285/60R17 all-season, v-rated tires, (ZAK) P285/60R17 all-season, v-rated spare tire, Police brakes, (NZZ) underbody shield, (RAP) Black steel wheels w/bolt on center caps, Certified speedometer, delete roof rails, (ATD) third row seat delete, (NQH) active 2-speed transfer case (4WD only). *CREDIT*	INC
		CAPLESS FUEL FILL (Included and only available with (9C1) Police Vehicle only.)	INC
	NZZ	SKID PLATE PACKAGE with (9C1) Police Vehicle, includes frame-mounted shields, includes front underbody shield starting behind front bumper and running to first cross-member, protecting front underbody, oil pan, differential case and transfer case (Requires a Fleet or Government sales order type. Included and only available with (9C1) Police Vehicle.)	INC

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SELECTED OPTIONS - 2018 Fleet/Non-Retail CC:15706 2WD 4dr Commercial

CATEGORY	Code	Description	MSRP
ADDITIONAL EQUIPMENT	K4B	BATTERY, AUXILIARY, 730 CCA	INC
—	—	POWER SUPPLY, 100-AMP, AUXILIARY BATTERY, REAR Vehicle only)	INC
—	—	ELECTRICAL CENTER (Included and only available with (9C1) Police Vehicle only)	INC
—	—	POWER SUPPLY, 50-AMP, POWER SUPPLY, AUXILIARY BATTERY passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle only)	INC
—	—	POWER SUPPLY, 120-AMP, (4) 30-AMP CIRCUIT, PRIMARY BATTERY relay controlled, passenger compartment harness wiring (Included and only available with (9C1) Police Vehicle only)	INC
KW7	—	ALTERNATOR, 170 AMPS, HIGH OUTPUT (Included and only available with (9C1) Police Vehicle only)	INC
RM7	—	WHEEL, 17" X 8" (43.2 CM X 20.3 CM) FULL-SIZE, STEEL SPARE Includes P265/60R17 V-rated tire (Included and only available with (9C1) Police Vehicle)	INC
—	—	LUGGAGE RACK, DELETE (Included and only available with (9C1) Police Vehicle only)	INC
B85	—	MOLDINGS, BRIGHT BODYSIDE (Not available with (B86) body-color body-side moldings.)	\$150.00
6J7	—	FLASHER SYSTEM, HEADLAMP AND TAILLAMP, DRL COMPATIBLE with control wire (Requires (9C1) Police Vehicle)	\$495.00
7X7	—	SPOTLAMPS, LEFT- AND RIGHT-HAND (Requires (9C1) Police Vehicle. Not available with (7X6) left-hand spotlight.)	\$850.00
—	—	EXTERIOR ORNAMENTATION DELETE (Included and only available with (9C1) Police Vehicle only)	INC
VK3	—	LICENSE PLATE FRONT MOUNTING PACKAGE (Included on orders with ship-to-states that require a front license plate.)	\$0.00
6J3	—	WIRING, GRILLE LAMPS AND SIREN SPEAKERS (Requires (9C1) Police Vehicle.)	\$92.00
6J4	—	WIRING, HORN AND SIREN CIRCUIT (Requires (9C1) Police Vehicle.)	\$41.00

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2018 Fleet/Non-Retail Chevrolet Tahoe 2WD 4dr Commercial CC:15706 SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2018 Fleet/Non-Retail CC:15706 2WD 4dr Commercial

CATEGORY	Code	Description	MSRP
ADDITIONAL EQUIPMENT	—	DOOR HANDLES, BODY-COLOR (Included and only available with (9C1) Police Vehicle only.)	INC
UN9	—	RADIO SUPPRESSION PACKAGE, WITH GROUND STRAPS (Included and only available with (9C1) Police Vehicle.)	INC
ATD	—	SEAT DELETE, THIRD ROW PASSENGER (Deletes rear storage compartment and (AP9) rear cargo net. Included with (9C1) Police Vehicle.) *CREDIT*	INC
—	—	INSTRUMENTATION, ANALOG with certified 150 mph speedometer (PPV), 140 mph speedometer (Special Service), odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle only.)	INC
—	—	KEY, 2-SIDED (Included and only available with (9C1) Police Vehicle only.)	INC
6E2	—	KEY COMMON, COMPLETE VEHICLE FLEET provides a single key with a specific code that is common to the door locks and ignition of all the vehicles in the vehicle fleet. Key code is an alternate to SEQ(6E8) complete vehicle fleet common key. NOTE: NOT COMPATIBLE with previous model years (Requires (9C1) Police Vehicle.) *PRICE TO FOLLOW*	\$25.00
—	—	THEFT-DETERRENT SYSTEM, VEHICLE, PASS-KEY III (Included and only available with (9C1) Police Vehicle only.)	INC
—	—	POWER OUTLETS, 4 AUXILIARY, 12-VOLT Includes 1 on the instrument panel, 1 in armrest, and 2 in the cargo area (Included and only available with (9C1) Police Vehicle.)	INC
9G8	—	HEADLAMPS, DAYTIME RUNNING LAMPS AND AUTOMATIC HEADLAMP CONTROL DELETE deletes standard Daytime Running Lamps and automatic headlamp control features (Requires (9C1) Police Vehicle.)	\$50.00

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SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2018 Fleet/Non-Retail CC15706 2WD 4dr Commercial

CATEGORY	Code	Description	MSRP
ADDITIONAL EQUIPMENT			INC
		SAFETY BELTS, 3-POINT, DRIVER AND FRONT PASSENGER IN ALL SEATING POSITIONS (Included and only available with (9C1) Police Vehicle.)	
	R9Y	FLEET FREE MAINTENANCE CREDIT This option code provides a credit in lieu of the free oil changes, tire rotations and inspections (2 maximum), during the first 24 months and 24,000 miles period for this ordered vehicle. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FLS, FNR, FRC or FGO. Not available with FDR order types.) *CREDIT*	-\$67.50
	VQ2	FLEET PROCESSING OPTION	\$0.00
SHIP THRU CODES			INC
	VPV	SHIP THRU, PRODUCED IN ARLINGTON ASSEMBLY and shipped to Kerr Industries and onto Arlington Assembly	
SPECIAL EQUIPMENT OPTIONS			\$0.00
	5T5	SEATS, 2ND AND 3RD ROW VINYL WITH FRONT CLOTH SEATS Provides vinyl second and third row seats and cloth front seats (Requires interior trim (HOU) Jet Black and RPO (AZ3) front 40/20/40 split-bench seat.)	
	UTQ	CONTENT THEFT ALARM DISABLE	\$50.00

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RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE PURCHASE OF ONE REPLACEMENT CHEVY TAHOE POLICE
PATROL VEHICLE**

WHEREAS, the City Council acknowledges that the vehicle purchase will be for a replacement vehicle for the Police Department that was already approved by the City Council to be replaced in FY2017/2018;

WHEREAS, the City Council acknowledges that although the funding for the vehicle was adopted by the City Council in the FY2017/2018 budget, any vehicle purchase over \$50,000 requires a separate authorization by the Council;

WHEREAS, the City of Woodland wishes to award the purchase of the new Chevy Tahoe Police Patrol Vehicle to Winner Chevrolet under the California State Contract #1-16-23-23D in the amount of \$59,194.28;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND: hereby authorizes the purchases of one (1) 2018 Chevy Tahoe Police Patrol Vehicle from Winner Chevrolet in the amount of \$59,194.28.

PASSED AND ADOPTED by the City Council on this 7th day of November 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Angel Barajas, Mayor

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

ATTEST:

Ana Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 9.
SUBJECT: Authorize Purchase Order of \$68,000 with Utility Service Co Inc. for Water Distribution Pipe Cleaning

Recommendation for Action:

Staff recommends that the City Council Adopt Resolution No. _____, authorizing a purchase order of \$68,000 with Utility Service Co., Inc. for water distribution pipe cleaning in response to numerous water quality complaints.

Staff Contact:

Craig Locke, Public Works Deputy Director of Utilities, (530) 661-5899, craig.locke@cityofwoodland.org

Fiscal Impact:

The original project budget for distribution pipe cleaning was set at \$48,000 and identified in the FY 2017-18 budget, as adopted on June 20, 2017. The additional work invoiced at \$20,000 will be absorbed in the contract services budget through a re-prioritization of project needs.

Background:

The City of Woodland began using treated Sacramento River water as the primary water supply on June 1, 2016. The transition from using exclusively groundwater to exclusively surface water created changes in water temperature and chemistry within the distribution system, and unforeseen water quality conditions have developed as a result. City water continues to meet Division of Drinking Water sampling requirements and is safe to drink despite minor intermittent periods of discolored water.

The Water division is actively working to eliminate the discolored water events with an aggressive program of pipe cleaning and flushing. One method is using a solid-foam swab or "PIG" to clean the interior walls of the pipe. The swab is inserted into an upstream fire hydrant and launched into the section of water main via water pressure. It travels through the pipe and exits out of a downstream fire hydrant. The customer notification, valve isolation, and fire hydrant preparation, makes this a labor intensive process.

A foam swab can sometimes become snagged at a service connection and become lodged. The only way to release it is by excavating the pipe and cutting the swab out. This makes swabbing an unsuitable method for cleaning many of the pipes in the distribution system. Our contractor, Utility Service Co., Inc., has developed an alternate technology to remove potable water pipe deposits.

Utility Service Co., Inc. utilizes a super cooled brine in a proprietary process to scour the inside surface of the pipe in lieu of a swab. The brine is introduced into the pipe via a hydrant as a liquid, but solidifies as the salt becomes diluted by water within the pipe. System pressure forces the ice block through the pipe where it is released into the sanitary sewer system through a hydrant.

Utility Service Co., Inc. is the only company that provides this service. In December 2016 the City identified 13,000 linear feet of pipe to test this procedure at a cost of \$48,000. The work was scheduled for 3 days in July, and on the first day, operators from nearby utilities and municipalities came to Woodland to observe the process.

Also in July, the City took the first steps in the Aquifer Storage and Recovery (ASR) project by injecting surface water into Well #28. This was halted due to inconsistent water quality, which resulted in the injection of 40,000 gallons of discolored surface water, which staff was able to remove by flushing, but further injection was halted. This was a

setback to the ASR program, which planned to perform test injections and extractions throughout the summer in preparation to take full advantage of plentiful winter water for ASR.

With the pipe system identified as the source of the contamination, staff was able to negotiate additional Ice Pigging of the pipes supplying the well on Utility Service Co., Inc.'s current mobilization schedule. In addition to the cost savings from re-mobilization expenses, extending Utility Service Co., Inc.'s contract while onsite saved considerable time since this equipment is tightly scheduled throughout the Western United States. The water quality did improve in the vicinity as anticipated. ASR injection is currently underway using the completed Well 28, and additional injection is anticipated throughout the winter with the completion of Wells 29 and 30. The additional work by Utility Service Co., Inc. resulted in an additional \$20,000 in charges, bringing the total price to \$68,000. Since this exceeds the \$50,000 limit, Council authorization is required to pay the invoice.

Discussion:

The City has made a substantial investment in the ASR system. The fundamental principal of ASR is to fill an aquifer with high quality surface water during the winter when it is plentiful, then extract that water during low supply in the summer. Utility Service Co., Inc. was on site to clean the pipes suspected of being the greatest source of water quality complaints. With the cessation of ASR injection just prior to the contractor's arrival, staff performed additional analysis and determined that ice pigging the identified lines could have a dramatic effect on water quality. By utilizing the current set up rather than paying for an additional mobilization at an undetermined future time, staff was able to save money and minimize the deleterious effects of additional delays on the ASR program.

Conclusion:

Staff recommends that the City Council Adopt Resolution No. _____, authorizing a purchase order of \$68,000 with Utility Service Co., Inc. for water distribution pipe cleaning in response to numerous water quality complaints.

Prepared By: Craig Locke, Public Works Deputy Director of Utilities

Reviewed By: Greg Meyer Director of Public Works



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Resolution	11/3/2017	Resolution
Proposal and Invoice	10/23/2017	Backup Material

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING A PURCHASE ORDER OF \$68,000 WITH UTILITY SERVICE CO., INC.
FOR WATER DISTRIBUTION PIPE CLEANING SERVICES**

WHEREAS, the City wishes to improve water supply reliability through the utilization of Aquifer Storage and Recovery (ASR) whereby the highest quality surface water is injected into an underground aquifer in the winter when it is plentiful and stored for later reuse during times when supply is limited; and

WHEREAS, the City surface water supply is ample and of sufficiently high quality to successfully operate an ASR program however, the pipe distribution network is causing periodic deliveries of discolored water; and

WHEREAS, swabbing the pipes with a foam pig is not always a practical means of cleaning the pipes, City staff engaged Utility Service Co., Inc. to use proprietary technology to clean the City pipes with super cooled ice; and

WHEREAS, the discolored water persisted following the initial round of ice pigging to such an extent that the entire ASR project was brought to a stop until the discolored water problem could be solved; and

WHEREAS, the Utility Service Co., Inc. was on site and able to include additional cleaning of the line supplying the injection well before moving on to their next scheduled appointment at an additional cost of \$20,000.

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

SECTION 1. That the City Council hereby authorizes a purchase order of \$68,000 with Utility Service Co., Inc. for water distribution pipe cleaning in response to numerous water quality complaints.

PASSED AND ADOPTED by the City Council this 7th day of November, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Angel Barajas, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney



Proposal From
UTILITY SERVICE CO., INC.

1230 Peachtree St NE, Suite 1100 - Promenade · Atlanta, GA 30309
Toll-free: 855-526-4413 | Fax: 478-987-2991
utilityservice.com

Date: 8 December 2016

Submitted by: **Keith Myers**

Local Phone: **916-869-4464**

SFID: 47434

CN:

SO:

Proposal Submitted To: City of Woodland			Phone Number: 530-661-5882		Fax Number:	
Street Address: 300 First Street			Description of Work to be Performed: Ice Pigging Potable Water Main			
City: Woodland		State: CA	Zip Code: 95695	County/Parish: Yolo		
Accounts Payable Contact Name: Mr. Jeremy Cox		Email: Jeremy.cox@cityofwoodland.org		Job Site Address: Subdivision at Sports Park Drive and Matmor Road		
Job Contact (Inspection Reports): Mr. Jeremy Cox		Email: Jeremy.cox@cityofwoodland.org		Length (FT): 13,000 approx.	Size (Inches): 6-12	
				Material: DI, CICL & PVC		

Utility Service Co., Inc. agrees to provide all labor, equipment, and materials needed to complete the following:

- USCI shall produce approximately 2,700 gallons of ice slurry for delivery and removal from the water mains each day of work to clean sediments, loose deposits, and biofilms from the water main covered under this proposal. The water mains to be cleaned and procedures are listed in Addendum A.
- Based upon the information provided by the Owner to USCI, USCI estimates this project will take **4 full loads** to complete.

Please sign and date this proposal and fax one copy to our office.

Forty-Eight Thousand and ----- 00/100

Dollars **\$48,000.00**

Payment to be made as follows:

Payment Due in Full Upon Completion of Work – plus all applicable taxes

Remittance Address: **Utility Service Co., Inc., P O Box 674233, Dallas, TX 75267-4233**

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
USG Signature

Note: This proposal may be withdrawn by us if not accepted within Sixty (60) days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Fiscal Yr Beginning Month

Signature

Date of Acceptance

Printed Name

JEREMY COX



Proposal From

UTILITY SERVICE CO., INC.

1230 Peachtree St NE, Suite 1100 - Promenade · Atlanta, GA 30309

Toll-free: 855-526-4413 | Fax: 478-987-2991

utilityservice.com

City of Woodland / Subdivision at Sports Park Drive and Matmor Road

3. Owner agrees to provide the following:
 - a. All potable water necessary to create the ice slurry,
 - b. Secure location to store the ice making equipment,
 - c. Network Operators to isolate and re-open valves and hydrants during the project,
 - d. MOT (Maintenance of Traffic) procedures in accordance with the requirements written in The Manual of Uniform Traffic Devices.
 - e. A tanker truck to haul the wastes where a sanitary sewer is not in close proximity. Note: **The discharge should not be to ground unless specific State approval is acquired.**
 - f. Exercise all relevant valves and hydrants and test for operational working order.
 - g. A complete isolation of the main on the day of operation.
4. USCI shall provide a report summarizing the daily cleaning events, water quality pre and post cleaning, and a quantitative amount of sediments removed only on those lines where a connection can be made to the discharge point.
5. USCI shall endeavor to manage the ice concentration to maximize cleaning efficiency and minimize the removal of tuberculation that could cause future water quality complaints.
6. Owner agrees that there is considerable expense to produce 2,700 gallons of ice slurry and that the ice slurry cannot be held for more than 12 hours before it becomes unusable. If on a scheduled work day, Owner cannot isolate the water main or does not have the needed personnel, USCI shall charge the Owner the Full Daily Rate of \$12,000 per day.
7. USCI shall not charge Owner the above-mentioned Daily Rate, if USCI cannot perform the complete day's work due to those factors under USCI's control, i.e. the ice is not in suitable condition, USCI cannot provide the necessary labor, equipment failure, etc.
8. Due to the potential condition or deterioration of assets that may or may not have been maintained, Owner shall indemnify USCI, and all officers and agents of USCI, against all damages, costs or expenses that may result from damage to property or personal injury caused by reason of the Owner's failure to maintain its assets or deterioration of Owner's assets in relation to any work in connection with this Agreement. Such indemnity includes, but is not limited to, damage to property or personal injury occasioned by any negligence, act or omission to act by USCI or any of its servants, agents, employees, or any subcontractor retained by USCI to perform any of the work contemplated by or under this agreement.
9. Once delivered to the job site, ownership of the ice slurry is transferred to Owner. All ice delivered to and removed from the water main, along with the wastes generated from the resulting process shall be the sole property of Owner. Owner shall dictate the specific disposal procedures to be employed during the process.



Proposal From

UTILITY SERVICE CO., INC.

1230 Peachtree St NE, Suite 1100 - Promenade · Atlanta, GA 30309

Toll-free: 855-526-4413 | Fax: 478-987-2991

utilityservice.com

City of Woodland / Subdivision at Sports Park Drive and Matmor Road

Responsibility		Ice Making Procedure
Owner	1.	The ice delivery unit and ice making unit shall be staged in a suitable level area, preferably a fenced area at a water treatment plant or other facility. The facility needs access to potable water, preferably a hydrant but also a water spigot will work.
USCI	2.	The hoses and fittings connecting the ice maker and delivery unit shall be disinfected and connected. This connection makes a closed loop system between the ice maker and delivery unit. The only place for contaminants to enter the system are through the tank hatch which shall be closed except for visual inspection by the operator.
USCI	3.	Approximately 2,700 gallons of potable water shall be added to the delivery tank, along with approximately 1100lbs of NSF-60 Certified Sodium Chloride.
USCI	4.	If requested by the Owner, the Chlorine residual in the brine solution may be increased to 10ppm. The chlorine residual shall be tested, and then the appropriate amount of NSF-60 Certified Sodium hypochlorite shall be added to the brine solution. The solution shall be retested to confirm the chlorine residual.
USCI	5.	The PLC controlling the ice making process shall be started and allowed to run overnight. USCI shall monitor the procedure overnight via periodic visits or remote monitoring.
USCI	6.	After completion of the ice making process, the delivery pump shall be started and a small amount of ice shall be tested to determine the ice fraction. If the ice fraction is below the project's requirement, the ice making process shall continue.
USCI	7.	If the ice fraction is in accordance with the project's requirement, then the ice maker shall be shut off and disconnected. The ice contained in the delivery unit shall be delivered to the job site.



Proposal From
UTILITY SERVICE CO., INC.

1230 Peachtree St NE, Suite 1100 - Promenade · Atlanta, GA 30309
Toll-free: 855-526-4413 | Fax: 478-987-2991
utilityservice.com

City of Woodland / Subdivision at Sports Park Drive and Matmor Road

Responsibility		On-Site Delivery Actions
Owner	1.	Owner shall setup and maintain traffic control procedures in conjunction with the setup procedures listed in Steps 2-3.
USCI	2.	The ice pigging delivery unit shall be parked near the insertion fitting. • Hoses shall be setup from the delivery unit to the insertion point. • The insertion point shall be flushed to clean out the barrel, and then shut off. • The insertion point fittings shall be disinfected with 250ppm Cl solution. • The hoses shall be connected to the insertion point.
USCI	3.	Where possible, the extraction point instrumentation unit shall be setup near the extraction hydrant. • Hoses shall be setup from the instrumentation unit to the hydrant. • Hoses shall run from the instrumentation unit to the sanitary sewer. • De-chlorination equipment shall be setup where required. • The hydrant shall be flushed to clean out the barrel, then shut off • The hydrant fittings shall be disinfected with 250ppm Cl solution. • The instrumentation unit connected to the hydrant, and the hydrant turned on. • Water quality readings shall be taken. • The unit shall be allowed to flow water.
Owner	4.	The final valves shall be closed to isolate the water main.
USCI	5.	The isolation of the main shall be verified by the instrumentation unit. The extraction hydrant valve shall be closed after main isolation is verified and before the pressure goes below 20psi in the main.
USCI	6.	The insertion point valve shall be opened and the ice slurry pumped into the water main. • Prior to pumping the percent solids of the ice slurry shall be documented. The extraction hydrant valve shall be operated to allow for the displacement of water by the introduction of the ice and maintain the pressure above 20psi in the main.
USCI	7.	Once the proper amount of ice slurry has been delivered, the insertion point and extraction hydrant valve shall be closed and the pressure is maintained above 20psi in the main.



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City of Woodland / Subdivision at Sports Park Drive and Matmor Road

Owner	8.	IMMEDIATELY, the upstream main line valve shall be opened to supply the needed pressure to push the ice pig through the main.
USCI	9.	Once full system pressure, as observed prior to system shutdown, is monitored at the instrumentation unit, the operator shall open the extraction hydrant valve to control the flow of water and monitor the progress of the ice pig.
USCI	10.	Once the pig is monitored to arrive, the flow of water shall be diverted from the de-chlorination equipment to flow to the sanitary sewer specified by the Owner.
USCI	11.	The water quality shall be monitored and flow shall continue until the water quality returns to the initial water quality readings. • Final chlorine shall be documented.
USCI	12.	The insertion point shall be flushed to remove any ice that remains between the water main and hydrant.
USCI	13.	The entrance and exit locations shall be cleaned up with all materials and equipment removed from the site.
Owner	14.	The downstream main valve shall be opened and returned to full service.



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City of Woodland / Subdivision at Sports Park Drive and Matmor Road

Proposed Schedule of Work

Date	Run #	Insertion Point	Discharge Point	Disposal Method	Length (FT)	Pipe Dia.(in)	Pipe Material	Ice Quantity (Gals)
Day 1	1	G	C	Sewer	330	8	PVC	150
Day 1	2	A	B	Sewer	1,500	12	DI	1800
Day 2	3	B	M	Sewer	3,200	8	PVC	1300
Day 2	4	B	D	Sewer	3000	8	PVC	1200
Day 3	5	E	F	Sewer	400	8	PVC	150
Day 3	6	K	J	Sewer	2500	6&8	CICL	1500
Day 4	7	H	L	Sewer	1500	6&10	CICL	660
Day 4	8	H	I	Sewer	2300	8&10	CICL	1900

Note: Please refer to attached map for insertion/discharge points.
Please check validity of each proposed run to ensure the isolation is possible.



Correspondence Only:

UTILITY SERVICE CO., INC.
P.O. Box 1350
Perry, Georgia 31069

INVOICE

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 674233
DALLAS, TX 75267-4233
(478) 987-0303

BILL TO

CITY OF WOODLAND, CA
300 FIRST ST
WOODLAND, CA 95776

PLEASE INCLUDE INVOICE COPY WITH PAYMENT

Customer Number: 153184

DUE UPON RECEIPT

<u>INV. #</u>	<u>INV DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>TOTAL</u>
430100	07-SEP-17	PER JEREMY COX UPON COMPLETION OF ICE PIGGING WORK PERFORMED ON THE SUBDIVISION AT SPORTS PARK DRIVE AND MATMOR RD	\$68,000.00	\$0.00	\$68,000.00
TOTAL DUE TO UTILITY SERVICE CO., INC.					\$68,000.00

210-086-7852-5262
J.C. 9/25/17

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



INVOICE COPY

****Please return with payment****

Correspondence Only:

UTILITY SERVICE CO., INC.
P.O. Box 1350
Perry, Georgia 31069

Mail Payments to:

UTILITY SERVICE CO., INC.
P. O. Box 674233
DALLAS, TX 75267-4233
(478) 987-0303

BILL TO

CITY OF WOODLAND, CA
300 FIRST ST
WOODLAND, CA 95776

PLEASE INCLUDE INVOICE COPY WITH PAYMENT

Customer Number: 153184

DUE UPON RECEIPT

<u>INV. #</u>	<u>INV DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>TOTAL</u>
430100	07-SEP-17	PER JEREMY COX UPON COMPLETION OF ICE PIGGING WORK PERFORMED ON THE SUBDIVISION AT SPORTS PARK DRIVE AND MATMOR RD	\$68,000.00	\$0.00	\$68,000.00
TOTAL DUE TO UTILITY SERVICE CO., INC.					\$68,000.00

Thank You For Your Business

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 10.
SUBJECT: Approve Budget Appropriation for General Plan Update Project (CIP 07-06)

Recommendation for Action:

Staff recommends that the City Council adopt Resolution No. _____, approving an additional budget appropriation of \$5,040 from the General Fund for the General Plan Update project (CIP #07-06).

Staff Contact:

Lynn Johnson, Senior Management Analyst, 530-661-5820, lynn.johnson@cityofwoodland.org

Fiscal Impact:

On October 17, 2017, Council took action to allow additional contract amendments for two consultant agreements and to approve an additional budget allocation of \$28,000 to complete the General Plan Update project. Tonight's request is not for additional project funding. Due to an incomplete recommendation for action at the previous meeting, additional Council approval is needed to increase the budget appropriation in the General Fund so it can be contributed to the Capital Projects fund as approved on October 17th.

Background:

The General Plan Update project is funded by the Capital Projects fund (18%) and the General City Development Fund (82%). The Capital Projects fund is used for capital projects that receive contributions from other funding sources such as pass thru revenue or the City's general fund. It has no other source of revenue. Since the General Plan is partially funded by the Capital Projects fund, additional budget appropriation must occur from the City's General Fund first before a contribution can be made to the capital projects fund.

Discussion:

Although the intent on October 17th was to request Council authority for both the contract amendments and the increase to the project budget, an error in recommended action prevents the budget increase from being completed. With approval of the resolution included, staff can fully implement the budget adjustment as needed to close out the General Plan project.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving an additional budget appropriation of \$5,040 from the General Fund for the General Plan Update project (CIP #07-06).

Prepared By: Lynn Johnson, Senior Management Analyst

Reviewed By: Ken Hiatt, Assistant City Manager/Economic Development Director

Paul Navazio, City Manager

ATTACHMENTS:

Description

Upload Date

Type

Resolution

10/23/2017

Resolution

RESOLUTION NO: _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROPRIATING AN ADDITIONAL \$5,040 FROM THE GENERAL FUND TO BE
CONTRIBUTED TO THE CAPITAL PROJECTS FUND FOR COMPLETION OF
THE GENERAL PLAN UPDATE PROJECT, 07-06**

WHEREAS, the City of Woodland wishes to close out the General Plan Update project CIP#07-06; and

WHEREAS, an additional budget appropriation of \$28,000 was authorized by the Woodland City Council on October 17th; and

WHEREAS, \$5,040 of the additional budget needed will come from the Capital Projects fund (501); and

WHEREAS, an additional Council action is required to appropriate funding from the General Fund so that the contribution can be made to the Capital Projects fund to make the budget adjustment complete.

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

Section 1. The City Council hereby approves a budget appropriation of \$5,040 from the General Fund (101) to be contributed to the Capital Projects Fund (501) for the General Plan Update project, #07-06.

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

AYES:

NOES:

ABSENT:

ABSTAIN:

Angel Barajas, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 11.
SUBJECT: Approve Funding for Regional Assessment of Fair Housing and Receive Update on Regional AFH Effort

Recommendation for Action:

Staff recommends that the City Council adopt Resolution No._____, approving an amendment to the FY 2017/18 budget as necessary to pay the city's share of the regional assessment of fair housing (AFH) and related expenses; appropriating \$9,900 in Housing Trust funds (Fund 326) to the FY 2017/18 budget; resulting in a total appropriation of \$32,800 in Fund 326; and receive an update on the regional AFH effort.

Staff Contact:

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

Fiscal Impact:

The City's share of the regional AFH is estimated at \$6,300. The final cost may exceed the estimate and the City will incur other costs including public noticing expenses; therefore, a request to increase funding in Fund 326 (Housing Trust) by \$9,900 is requested. There is adequate funding in the Housing Trust to cover the expenses of this project.

Background:

The U.S. Department of Housing and Urban Development (HUD) in 2015 published the Final Rule for affirmatively furthering fair housing. The Final Rule establishes a process that participating agencies must use to meet their longstanding obligations to affirmatively further fair housing. The City is considered a participating agency since it receives a formula program grant through HUD's Community Development Block Grant (CDBG) program. The rule creates a standardized process for fair housing planning that replaces the Analysis of Impediments requirements with the AFH. The AFH must be completed using an assessment tool (AFH Tool) provided by HUD, with the goal of identifying the following:

1) The primary determinants influencing conditions of segregation, concentrations of poverty, disparities in access to community assets, and disproportionate housing needs based on protected class, and the most significant determinates of these disparities.

2) Fair housing priorities and general goals and articulating a justification for the chosen prioritization.

3) One or more goal(s) for mitigating or addressing the determinants.

The AFH will be used by each participating agency for its respective Consolidated and Annual Action Plans.

Ultimately, the AFH is intended to result in the prioritization and setting of goals for the City's upcoming Community Development Block Grant (CDBG) Consolidated Plan.

In November 2016, the Sacramento Housing and Redevelopment Agency (SHRA), a joint powers authority of the City of Sacramento and County of Sacramento; the cities of Citrus Heights, Davis, Elk Grove, Rancho Cordova, Rocklin, Roseville, West Sacramento, Woodland; and the housing authorities of Roseville and Yolo County issued a request for proposals (RFP) for a professional consulting firm to conduct public outreach, and to develop and write the Affirmatively Furthering Fair Housing regional analysis.

The City Council at its January 3, 2017 meeting approved a memorandum of understanding to participate with other regional partners for the preparation of the AFH.

Discussion:

Staff from the AFH regional partners including the City of Woodland evaluated the RFP consultant responses and subsequently interviewed the two finalists in person and their subconsultants earlier this year. BBC Research & Consulting was selected this spring as the consultant for the regional AFH. BBC's team includes staff from the Sacramento-area office of Michael Baker International, Inc. to assist with the community engagement and other tasks.

Since BBC's selection, the regional partners held a kickoff meeting with the consultant in August, a conference call last month, and completed BBC's data request for information on fair housing activities, copies of CDBG plans, zoning and other regulations that affect residential development, and other information/data. The regional partners have also provided BBC with the names and contact information of key stakeholders for the AFH community engagement. BBC is finalizing an AFH website; a link will be provided on the City's website once AFH site is up and running.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving an amendment to the FY 2017/18 budget as necessary to pay the city's share of the regional assessment of fair housing (AFH) and related expenses; appropriating \$9,900 in Housing Trust funds (Fund 326) to the FY 2017/18 budget; resulting in a total appropriation of \$32,800 in Fund 326; and receive an update on the regional AFH effort.

Prepared By: Dan Sokolow, Senior Planner

Reviewed By: Christine Engel, Community Services Director



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
City Council Resolution	10/27/2017	Resolution

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING AN APPROPRIATION OF \$9,900 IN HOUSING TRUST FUNDS FOR THE
REGIONAL ASSESSMENT OF FAIR HOUSING**

WHEREAS, the U.S. Department of Housing and Urban Development in 2015 published the Final Rule for affirmatively furthering fair housing and the rule creates a standardized process for fair housing planning that replaces the Analysis of Impediments requirements with the Assessment of Fair Housing (AFH); and

WHEREAS, because the City receives a formula program grant, Community Development Block Grant (CDBG) funds, through HUD, the City is required to prepare an AFH for its CDBG Consolidated Plan; and

WHEREAS, the City and other jurisdictions in the region will be jointly preparing the AFH and sharing in the costs.

NOW THEREFORE, BE IT RESOLVED, as follows:

The City Council does hereby approve an amendment to the FY 2017/18 budget as necessary: \$9,900 in Housing Trust funds (Fund 326) for the City's share of the regional assessment of fair housing and other related expenses, a total appropriation of \$32,800 in Fund 326.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 12.
SUBJECT: PUBLIC HEARING – Extension of an Urgency Interim Ordinance Establishing a Moratorium on Mini-Storage/Warehouse Facilities in All Zoning Districts

Recommendation for Action:

Staff recommends that the City Council:

- 1) Hold a public hearing to receive a staff report regarding the Moratorium Ordinance adopted by the City Council on July 18, 2017;
- 2) Issue a Report on the Measures Taken to Study Mini-Storage and Warehouse Uses and appropriate zoning for such uses; and
- 3) Adopt an Ordinance by a Four- Fifths Vote Extending Ordinance No. 1621 to December 31, 2018, a Moratorium on the Establishment of Mini-Storage/Warehouse Facilities in all Zones within the City of Woodland.

Staff Contact:

Cindy A. Norris, Principal Planner, (530) 661-5911, cindy.norris@cityofwoodland.org

Background:

On June 6, 2017, the Woodland City Council adopted an Interim Urgency Ordinance establishing a moratorium in all zoning districts on the establishment of new, or the expansion of existing, mini-storage/warehouse facilities. Pursuant to Government Code Section 65858, the Ordinance was effective for 45 days, or until July 20, 2017, unless the City Council further extended it. The City Council was permitted to extend Ordinance No. 1617 for an additional ten months and fifteen days and, thereafter, for an additional one year.

On July 18, 2017, the Woodland City Council adopted Ordinance No.1621, which extended the moratorium for an additional five months and twelve days, to expire on December 31, 2017. City staff anticipated that the interim zoning regulations would be adopted by then and that the updated zoning regulations would include zoning of mini-storage facilities. However, the interim zoning update has not yet been adopted, resulting in the need to extend the moratorium. Due to the uncertainty with regard to the zoning update process, staff is recommending that the moratorium be extended to the maximum time allowed, to December 31, 2018.

The City's existing Zoning Code regulates the location of mini-storage/warehouse facilities, which have been allowed to operate in the Industrial district as a permitted use and in the Commercial Service and Highway Commercial districts as a conditionally permitted use.

The City currently has 15 existing and operational mini-storage/warehouse facilities. Eight of the existing facilities are located within the Industrial district, with four in the East Street Specific Plan area, two in the Highway Commercial district, and one in the Commercial Service district. In addition, the City has approved entitlement applications for two mini-storage/warehouse facilities that have not yet been built and has received proposals or inquiries regarding new facilities. One facility, located on Tide Court is currently under construction with a second facility permitted on Cannery Rd. Additionally, a mini-storage facility has been permitted but not yet constructed in Yolo County on the east side of County Road 102 within the City's Urban Limit Line.

One new project application was submitted on May 14, 2017, for a proposed mini-storage facility in the recently adopted Community Commercial Land Use District. Further, staff received several inquiries for new mini-storage/warehouse facilities to be located either on Main Street within the Community Commercial Land Use District, or on Kentucky Avenue within the new Corridor Mixed Use/Light Industrial Flex Overlay Land Use District.

As a result, there remains increasing concern about the over-saturation and proliferation of mini-storage/warehouse facilities within the City of Woodland. There is concern that mini-storage facilities located inappropriately will not promote the City's goals of achieving either aesthetic or fiscal health, do not foster economic growth, and do not promote the City's agricultural heritage or an environmentally sustainable community. Large areas of finite land resources are required for these uses, but result in few jobs and limited fiscal benefit compared to other uses due to the lower building valuation rates and minimal sales tax realized. The City applied the new Community Commercial land use designation along Main Street strategically to areas with the highest tax rate increment allocation (greater than 25 percent). The majority of the currently zoned industrial land within the City falls within the second highest tax rate increment area, between 20-25%.

In addition to the concern regarding the overconcentration of mini-storage/warehouse facilities within the City is the fact that certain new General Plan land use designations and development standards do not expressly allow for storage facilities, including the Corridor Mixed Use and Community Commercial designations.

Staff continues to work on developing an interim zoning ordinance and will present both an interim zoning ordinance and ultimately a comprehensive new zoning ordinance for Planning Commission and City Council consideration that will address many issues and uses where the General Plan and Zoning Code need to be updated to achieve Zoning Code consistency with the General Plan. Further analysis of appropriate zoning districts and uses is required to evaluate the appropriate location for mini-storage/warehouse facilities within the City.

As a result, staff is recommending that the City Council consider continuing the moratorium prohibiting mini-storage/warehouse facilities from locating in the City of Woodland to prevent over-saturation and the location of such facilities in a manner that is not consistent with General Plan goals and policies.

Discussion:

Ordinance 1617 imposed an immediate city-wide moratorium on the establishment of new mini-storage/warehouse facilities anywhere in the City of Woodland. It set forth the reasons for the urgent need for the ordinance. It specifically stated that no application for a building permit, business permit, conditional use permit, or any entitlement for the establishment or expansion of a mini-storage/warehouse facility shall be approved during the term of the moratorium established by the Ordinance.

The City Council extended the moratorium until December 31, 2017, an additional five months and twelve days as it was anticipated that the Interim Phase I Zoning Update would be adopted by the City Council by then. The intent of the urgency ordinance was for it to remain in effect only until the City Council adopts an ordinance establishing regulations for mini-storage in all zones. Due to delay in completing the Zoning Update, it is recommended that the moratorium be further extended to the maximum allowable time, to December 31, 2018. If the City Council adopts an interim ordinance that, among other things, regulates the mini-storage/warehouse facilities use prior to that date, the moratorium ordinance would no longer be in effect.

In review of the various projects and zoning provisions, staff recommended that two projects: Extra Self Storage located at 1425 Cannery Road and Storequest Express located at 1610 Tide Court be allowed to proceed. City staff had administratively approved both of these facilities prior to final adoption of the 2035 General Plan and prior to the City Council's adoption of the urgency moratorium ordinance. Both facilities are located in the Industrial district where mini-storage has been, and remains, a permitted use (absent the moratorium). On July 18, 2017, the City Council extended the moratorium ordinance to all mini-storage/warehouse facilities within the City and in all zoning districts, except for any project that had been approved but had not yet received a building permit as of June 6, 2017. The project at 1610 Tide Court is now under construction. The project located at 1425 Cannery Road has received building permits.

Environmental Review

The City Council determined that the Urgency Interim Zoning Ordinance was not a project within the meaning of Section 15378 of the State of California Environmental Quality Act (“CEQA”) Guidelines because it had no potential for resulting in physical change in the environment, directly or indirectly. Additionally, pursuant to CEQA Section 15061(b)(3), the City Council determined that the Ordinance was exempt from CEQA because the activity is covered by the general rule that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Those determinations similarly apply to the proposed Ordinance.

Conclusion:

Staff recommends that the City Council:

- 1) Hold a public hearing to receive a staff report regarding the Moratorium Ordinance adopted by the City Council on July 18, 2017;
- 2) Issue a Report on the Measures Taken to Study Mini-Storage and Warehouse Uses and appropriate zoning for such uses; and
- 3) Adopt an Ordinance by a Four- Fifths Vote Extending Ordinance No. 1621 to December 31, 2018, a Moratorium on the Establishment of Mini-Storage/Warehouse Facilities in all Zones within the City of Woodland.

Prepared By: Cindy A. Norris, Principal Planner

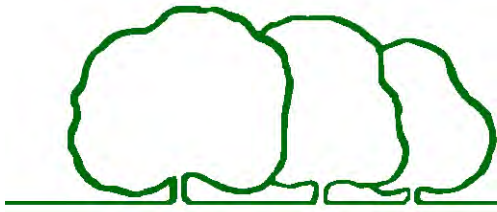
Reviewed By: Ken Hiatt, Assistant City Manager, Community and Economic Development



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Measures Taken to Alleviate Conditions	10/31/2017	Cover Memo
Urgency Moratorium Ordinance for Mini-Storage	10/31/2017	Cover Memo



City of Woodland

Community Development Department 300 First Street, Woodland CA 95695

DATE: November 7, 2017

FROM: Woodland City Council

SUBJECT: Report on Measures Taken to Alleviate the Conditions that led to the Adoption of Ordinance No. 1617, an Urgency Interim Zoning Ordinance Establishing a Moratorium on any and all Mini-Storage/Warehouse Facilities in the City of Woodland and the extension of this moratorium approved on July 18, 2017.

On June 6, 2017, the Woodland City Council adopted Ordinance No. 1617, an interim urgency zoning ordinance that imposed a moratorium on the establishment of mini-storage/warehouse facilities in all zones in the City of Woodland. Ordinance No. 1617 was adopted pursuant to Government Code Section 65858, which provides that an interim moratorium expires 45 days from the date of its adoption, unless the ordinance is extended by the Woodland City Council after additional notice and public hearing. The moratorium was set to expire on July 20, 2017. On July 18, 2017, the Council approved an extension to the moratorium for five months and twelve days, or December 31, 2017, and adopted Ordinance 1621.

Government Code Section 65858(d) requires that at least ten (10) days prior to the expiration of the moratorium, the Woodland City Council must issue a written report describing the measures taken to alleviate the condition that led to adoption of the Ordinance. The conditions that led to adoption of the interim moratorium were listed in Ordinance No. 1617, and are still in existence as of the date of this report. The following is a report of the measures and actions that have been taken by the City and other governmental agencies since June 6, 2017, to alleviate the conditions set forth in Ordinance No. 1617:

- During the course of the moratorium, City staff has continued to study the issue of regulation of mini-storage/warehouse facilities. These efforts have included studying how other cities regulate mini-storage, evaluating goals and policies in the 2035 General Plan, as well as meeting with interested parties and applicants of various mini-storage facilities.
- The City Council has directed City staff to continue studying the issue of regulation of mini-storage facilities and to present additional options for the City Council's consideration.
- The City continues to work on development of the overall Phase I Interim Zoning Ordinance, through which consideration of appropriate permitted, conditionally permitted, and prohibited uses in all new and existing zone categories is being analyzed.
- On July 18, the City Council extended the moratorium ordinance to all mini-storage/warehouse facilities within the City and in all zoning districts, except for any project that had been approved but had not yet received a building permit as of June 6, 2017. Two projects, Extra Self Storage located at 1425 Cannery Road and Storequest Express located at 1610 Tide Court were allowed to proceed.

ORDNANCE NO. __

**AN URGENCY INTERIM ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF WOODLAND PURSUANT TO GOVERNMENT CODE
SECTION 65858 EXTENDING INTERIM URGENCY ORDINANCE NO.
1617 AND 1621 FOR AN ADDITIONAL ONE YEAR TO CONTINUE
DURING THIS PERIOD THE TEMPORARY MORATORIUM ON THE
ESTABLISHMENT OF NEW, OR EXPANSION OF, EXISTING MINI-
STORAGE/WAREHOUSE FACILITIES**

WHEREAS, on June 6, 2017, pursuant to section 65858 of the California Government Code, the City Council of the City of Woodland adopted Ordinance No. 1617, an Urgency Interim Zoning Ordinance Establishing a Moratorium in All Zoning Districts on Mini-Storage/Warehouse Facilities; and

WHEREAS, Government Code 65858 also provides that prior to expiration of Ordinance 1617, the City Council may extend Ordinance 1617 for up to an additional ten (10) months and fifteen (15) days after giving notice pursuant to Government Code 65090 and conducting a public hearing; and

WHEREAS, on June 6, 2017, the City Council authorized the issuance of a written report describing the measures and actions taken by the City to alleviate the circumstances and conditions that led to the adoption of Ordinance 1617, since its adoption on June 6, 2017, as required by Government Code Section 65858 (d) ("Council Report"); and

WHEREAS, on July 18, 2017, the City Council, pursuant to section 65858 of the Government Code, The City Council of the City of Woodland adopted Ordinance No. 1621 for an additional five (5) months and twelve (12) days, to expire December 31, 2017, after giving notice pursuant to Government Code 65090 and conducting a public hearing; and

WHEREAS, based on the Council Report, the City Council has determined that the circumstances and conditions that led to the adoption of Ordinance No. 1617, which are set forth in the recitals of Ordinance No. 1617 and Ordinance 1621 and are fully incorporated herein by reference, have not been alleviated as of the date of this Ordinance and continue to create the concerns described in Ordinance 1617 and Ordinance 1621; and

WHEREAS, the City Council now seeks to extend the temporary moratorium on the establishment of new, or expansion of, existing mini-storage facilities, as currently authorized by Ordinance No. 1617 and Ordinance 1621, to continue studying possible amendments to the City's zoning regulations to help ensure that mini-storage/warehouse facilities are located in a manner consistent with the goals and policies of the General Plan; and

WHEREAS, the City Council has determined that the scope of the moratorium on mini-storage/warehouse facilities should extend to all projects in all zoning districts of the City except for any projects that had all City approvals and entitlements but had not yet received a building permit prior to June 6, 2017; and

WHEREAS, the purpose of extending Ordinance No. 1617 and Ordinance 1621, is to avoid the

potentially significant adverse impacts to the public's health, safety, and welfare described in Ordinance No 1617 and Ordinance 1621; and

WHEREAS, the City Council has determined that there is a need to extend Ordinance No. 1621 for one (1) year as authorized under Government Code section 65858, until 12:00 a.m. on December 31, 2018; and

WHEREAS, the notice and public hearing required by Government Code section 65858 for the extension of Ordinance 1617 and Ordinance 1621 has been provided in accordance with applicable law.

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

Section 1. Adoption of this Urgency Interim Ordinance ("Ordinance") shall constitute an extension of Ordinance No. 1617 and Ordinance 1621 pursuant to Government Code Section 65858.

Section 2. During the time this Ordinance is in effect, the City shall not approve or issue land use approvals or permits, including but not limited to, use permits, building permits, variances, zoning code amendments, tentative subdivision or parcel maps, site plan approvals, design review approvals, or other permits or entitlements, whether administrative or discretionary, for mini-storage/warehouse facilities unless the mini-storage/warehouse facility had received all applicable entitlements from the City but had not received a building permit as of June 6, 2017.

Section 3. Mini-Storage/Warehouse Facility, Defined.

A "mini-storage/warehouse facility" has the same definition in this Ordinance as set forth in Section 25-3-10 of the Woodland Municipal Code, which defines "mini-storage/warehouse facility" as "a building or group of buildings in a controlled-access and fenced compound that contains varying sizes of individual, compartmentalized, and controlled-access stalls or lockers for the dead storage of customer's goods or wares."

Section 4. The City Council hereby enacts this Interim Urgency Ordinance by not less than a four-fifths vote, and in light of the findings set forth in Ordinance No. 1617 and Ordinance 1621, under the authority granted to it by Article XI, Section 7 of the California Constitution and Government Code Section 65858, which allows the City to adopt an interim urgency ordinance, in order to protect the public safety, health, and welfare, prohibiting any uses that may be in conflict with a zoning proposal that the City Council, Planning Commission, or Community Development Department is considering or studying or intends to study within a reasonable time.

Section 5. The City Council hereby finds and determines that the recitals set forth above are hereby adopted and incorporated herein as a portion of the City Council's findings in support of the adoption of this Ordinance and that the adoption of this Ordinance and the extension of Ordinance No. 1617 and Ordinance 1621 is necessary for the current and immediate protection of the public health, safety, and welfare of the City and its residents for all the reasons set forth in the recitals above, the recitals of Ordinance 1617 and Ordinance 1621, the Council Report,

and the agenda report prepared in connection with this Ordinance, which are hereby expressly incorporated as though fully set forth herein, and for the following additional reasons:

- The City continues to study the issue of regulation of mini-storage/warehouse facilities, which includes studying how other cities have opted to regulate mini-storage, evaluating goals and policies in the 2035 General Plan, as well as meeting with interested parties and applicants of various mini-storage facilities.
- The City continues to work on development of the overall Phase I Interim Zoning Ordinance, through which consideration of appropriate permitted, conditionally permitted, and prohibited uses in all new and existing zone categories is being analyzed.
- Projects that had received all staff-level approvals other than a building permit and are in the Industrial district and permitted in that district, absent the moratorium, should not be prohibited from proceeding due to the moratorium.

Section 6. The City Council hereby directs the Community Development Department to continue considering and studying possible means of regulating or prohibiting mini-storage/warehouse facilities.

Section 7. Ten days prior to the expiration of this Ordinance, the City Council shall issue a written report describing the measures that the City has taken to alleviate the conditions that led to the adoption of this Ordinance.

Section 8. This Ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act (“CEQA”) Guidelines because it has no potential for resulting in physical change in the environment, directly or indirectly. The Ordinance will maintain current levels of development and will not permit any mini-storage/warehouse facility that may have a significant impact on aesthetics or traffic levels. The City Council further finds, under Title 14 of the California Code of Regulations, Section 15061 (b)(3), that this Ordinance is nonetheless exempt from the requirements of CEQA, in that the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The City Council therefore directs that a Notice of Exemption be filed with the County Clerk of the County of Yolo in accordance with CEQA Guidelines.

Section 9. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council hereby declares that it would have adopted this Ordinance irrespective of the invalidity of any particular portion thereof.

Section 10. The City Clerk shall certify to the passage of this Ordinance and cause the same or a summary thereof to be published within fifteen (15) days after adoption in a newspaper of

general circulation, printed and published in Woodland, California.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Woodland City Council by a four-fifths vote this 7th day of November, 2017.

ATTEST:

Ana B. Gonzalez, City Clerk

Angel Barajas, Mayor

Approved as to Form

Kara K. Ueda
City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 13.
SUBJECT: Authorize City Manager to Enter into Fee Deferral Agreement with Yolo Food Bank

Recommendation for Action:

Staff recommends that the City Council approve Resolution No. _____, authorizing City Manager to enter into a Non-Residential Fee Deferral Agreement for the Yolo Food Bank “End Hunger Yolo” Project.

Staff Contact:

Wendy Ross, Economic Development Manager, (530) 661-5921, wendy.ross@cityofwoodland.org

Fiscal Impact:

There is a temporary fiscal impact on the City as a result of the recommended action to defer \$62,177.77 in Development Impact Fees for a period of up to 10 years. The applicant is requesting that the City allow the fees to be deferred in 10 installment payments, with the first payment due at time of issuance of occupancy for the project. After initial payment, the balance will be amortized over a 9-year period at an interest rate of 3.5%. The interest will be computed from the date of execution of the Fee Deferral Agreement to the time of the payment. Total plan review and building permit fees totaling \$39,456.05 will be paid up front, concurrent with the processing and issuance of the building permit.

Background:

The mission of Yolo Food Bank (YFB) is to alleviate hunger and malnutrition in Yolo County. The goals and philosophy of the YFB are: (1) to identify and respond to hunger needs; (2) assure food safety; (3) be a dependable provider; (4) provide quality service; (5) partner and collaborate with other agencies in the community to reach diverse populations in need, as well as, provide the best service; (6) serve emergency needs first; (7) improve the health and well being of food insecure people by offering nutritious foods, including fresh produce; (8) be efficient, cost effective and fiscally responsible; and (9) respect and honor all people. YFB serves all areas of Yolo County from their warehouse facilities located at 233 Harter Avenue in Woodland. They also provide limited service to Arbuckle, in southern Colusa County. YFB was established in June 1970 as a backyard-gleaning program organized and run by volunteers, which was called the Yolo County Coalition Against Hunger (YCCAH). Early in this effort YCCAH was established as a non-profit corporation in California.

YFB is a part of the Feeding America network and partners with 63 non-profit local agencies in Yolo County to provide food to more than 17,000 households monthly (comprising approximately 47,000 individuals based on 2.8 persons per average household). YFB currently employs 11 full time and 9 part-time employees, and benefit from the labors of more than 370 volunteers monthly. YFB itself operates 9 direct-to-client food and flower distribution programs.

Discussion:

Based on the size of this project, the estimated Development Impact Fees are \$62,177.77. The applicant is requesting that the City allow the fees to be deferred in 10 annual payments with the first payment due at time of issuance of occupancy for the project. After initial payment, the balance will be amortized over a 9-year period at an interest rate equal to the annual rate of interest earned by the City of Woodland on the investment of pooled funds. The interest will be computed from the date of execution of the Fee Deferral Agreement to the time of the payment. The City’s Fee Deferral Ordinance (Chapter 6B of the Woodland Municipal Code) allows for deferral of specified development

impact fees, but due to current limited available capital resources, the applicant has requested that the City defer fees for an extended period. The Yolo Food Bank has raised 70% of their projected capital campaign funds and this extended fee deferral will allow the Yolo Food Bank to annually plan for the annual impact fee due while increasing the use of the expanded warehouse. It will also provide an opportunity for the Yolo Food Bank to have a reserve in place to cover an unanticipated capital costs once the expansion is under way.

The applicant will make annual repayments on the balance of the note on the anniversary of this Agreement. It is proposed that the Fee Deferral Agreement have an acceleration clause (with no prepayment penalty) that allows the applicant the opportunity to prepay the note ahead of the amortization schedule.

The Fee Deferral Agreement, secured by a Deed of Trust and Promissory Note, will be in 3rd financial position subordinating to Yolo Federal Credit Union in first position and Northern California Community Loan Fund (NCCLF) in second position. It is expected that NCCLF will retire by the end of 2018.

Benefit to the Community

Overall, Yolo Food Bank's new operating facilities (warehouse, offices and other new or improved features) will more than double in size and allow the YFB to better serve their clients, as well as provide for improved efficiency and communications because all operations will be under one roof. There will be more than enough room to meet expected demand for the food distribution programs from the projected 4 million pounds of food distributed this year to the expected 8 million+ pounds per year demand by 2020. The "new" Yolo Food Hub will be poised to not only further its mission of alleviating hunger and malnutrition, but it will also have the recognized outcomes of its work including; improving the health of their clients, building community, and strengthening the anti-hunger system throughout the service area.

The Yolo Food Hub facility at 233 Harter Avenue

The expansion of the facility from 37,920 sq ft to 48,860 sq ft will allow for a six-fold increase in cold storage capacity (including freezing), which will enable procurement and storage of larger amounts and a greater selection of perishable foods and enable the YFB to accept unscheduled food donations. The addition of a large dedicated "Clean Room" will increase the capacity and efficiency for the processing and/or packaging of large amounts of bulk dry foods, while accommodating large groups of volunteers at the same time.

The expanded facility will increase the opportunity to operate a produce safe-handling facility, which will ensure the proper handling and processing and packaging of all farm products coming into our facility. And, for the first time the YFB will have the space to set up a mechanized line to package multiples of like canned goods and individually packaged food items for easier distribution to agencies and clients.

The overall increased handling and cold-storage capacity will result in the YFB's ability to contract with more local farmers to grow crops specifically for their operation. The expanded operation will also allow the YFB to develop a "food rescue" program whereby they collaborate with local growers throughout Yolo County to gather produce "seconds" (i.e. fruits and vegetables not meeting commercial market requirements) for the distribution to food insecure area residents. It is expected that eventually, this will lead to the development of a secondary market whereby the Yolo Food Hub will provide regional food banks that aren't located in areas where partnerships with farmers are possible or affordable, access to fresh local produce.

The YFB has also incorporated the development of a community commercial teaching kitchen into the plans for the facility. The addition of a community commercial teaching kitchen will provide capacity to:

- Preserve fresh produce through drying, flash freezing and canning;
- Create prepared food items for YFB clients and partner agencies;
- Collaborate with Woodland Community College to develop a culinary training program that will benefit their clients as well as county residents;

- Consider implementing their own or third party funded meal programs, such as meals during the summer for out of school low-income kids.
- Offer cooking classes for our clients;
- Engage in revenue generating activities such as cooking classes and making the kitchen available to entrepreneurs for small-scale food processing activities.

Lastly, the new facilities will allow YFB to be compliant with the food safety regulations being enforced by Feeding America.

Next steps

The site plan and design review conditions of approval for this project were issued on June 15, 2015 and the Yolo Food Bank has satisfied all of the necessary conditions of approval and is ready to begin the project once the requested Fee Deferral Agreement is signed and the building permit is issued.

Conclusion:

Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to enter into a Non-Residential Fee Deferral Agreement for the Yolo Food Bank “End Hunger Yolo” Project.

Prepared By: Wendy Ross, Economic Development Manager

Reviewed By: Ken Hiatt, Assistant City Manager - Community and Economic Development Director



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Resolution	11/3/2017	Resolution

Resolution No. _____

**A Resolution Authorizing City Manager to Enter Into
Non-Residential Fee Deferral Agreement
With Yolo Food Bank for “End Hunger Yolo” Project**

WHEREAS, the City Council adopted Ordinance No. 1618, amending the City of Woodland Municipal Code amending Section 6B, allowing for the continuation of the deferral of certain development impact fees; and

WHEREAS, the Yolo Food Bank “End Hunger Yolo” project received all needed entitlements and approvals and is ready to begin construction and pull required building permits; and

WHEREAS, the Yolo Food Bank “End Hunger Yolo” project will expand 233 Harter Avenue, Woodland, CA (APN: 063-010-039, 059) by more than 9,000 sq. ft.; expanding the food distribution program, enabling procurement and storage of larger amounts and a greater selection of perishable foods and enable the Yolo Food Bank to accept unscheduled food donations; and

WHEREAS, the Yolo Food Bank “End Hunger Yolo” project will increase the opportunity to operate a produce safe-handling facility which will ensure the proper handling and processing and packaging of all farm products coming into the facility; and Village Walk project will contribute needed housing to the Sonoma County inventory of housing units; and

WHEREAS, the Yolo Food Bank “End Hunger Yolo” project has also incorporated the development of a community commercial teaching kitchen into the plans for the facility; and

WHEREAS, Yolo Food Bank “End Hunger Yolo” project will allow the Yolo Food Bank to be compliant with the food safety regulations being enforced by the Feeding America network; and

WHEREAS, the City has estimated the proposed development impact fees to be approximately \$62,177.77; and

WHEREAS, owners of the Yolo Food Bank “End Hunger Yolo” project has submitted all of the required documents in order to qualify for fee deferral; and

WHEREAS, under the terms of the Agreement, payment of fees will be deferred over 10 payments; a period of 9 years where the first payment of 10% is due upon signing the attached Fee Deferral Agreement and subsequent payments are due each year on the anniversary of the execution of the fee deferral agreement until paid in full (per the attached amortization schedule); and

WHEREAS, the fee deferral will be guaranteed by execution of a promissory note and deed of trust; and

WHEREAS, the fees deferred will accrue interest at a market rate interest rate of 3.5%; and

WHEREAS, the action of fee deferral does not constitute a project as defined by California Environmental Quality Act Guidelines Section 15378; therefore, no further environmental review is required.

NOW THEREFORE BE IT RESOLVED THAT the City Council of the City of Woodland determines that the attached fee deferral agreement is approved for the Yolo Food Bank “End Hunger Yolo” project; and

NOW THEREFORE BE IT RESOLVED THAT the City Council authorizes the City Manager to execute a Fee Deferral Agreement documents and take any other actions necessary to effectuate the fee deferral for the Yolo Food Bank “End Hunger Yolo”.

PASSED AND ADOPTED by the City Council this 7th day of November, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Angel Barajas, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

Food Bank Fee Deferral Loan

Loan Amount \$ 62,177.77
 Annual interest rate (Compounding) 3.50%
 Loan period in years 10
 Number of payments per year 1
 Start of loan date TBD

Payment No.	Payment Date	Beginning Balance	Scheduled Payment	Principal	Interest	Ending Balance
1		\$ 62,177.77	\$ 6,217.78	\$ 6,217.78	\$ -	\$ 55,959.99
2		\$ 55,959.99	\$ 7,355.72	\$ 5,397.12	\$ 1,958.60	\$ 50,562.87
3		\$ 50,562.87	\$ 7,355.72	\$ 5,586.02	\$ 1,769.70	\$ 44,976.85
4		\$ 44,976.85	\$ 7,355.72	\$ 5,781.53	\$ 1,574.19	\$ 39,195.32
5		\$ 39,195.32	\$ 7,355.72	\$ 5,983.88	\$ 1,371.84	\$ 33,211.44
6		\$ 33,211.44	\$ 7,355.72	\$ 6,193.32	\$ 1,162.40	\$ 27,018.12
7		\$ 27,018.12	\$ 7,355.72	\$ 6,410.09	\$ 945.63	\$ 20,608.03
8		\$ 20,608.03	\$ 7,355.72	\$ 6,634.44	\$ 721.28	\$ 13,973.60
9		\$ 13,973.60	\$ 7,355.69	\$ 6,866.61	\$ 489.08	\$ 7,106.98
10		\$ 7,106.98	\$ 7,355.73	\$ 7,107	\$ 249	\$ -
				\$ 62,177.77	\$ 10,241.46	



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 14.
SUBJECT: Winter Homeless Shelter Pilot Program

Recommendation for Action:

Staff recommends that the City Council receive an update on a city-sponsored winter homeless shelter and adopt Resolution No. _____, approving the City's participation in the winter shelter and authorizing the City Manager to execute an agreement to operate a winter shelter pilot program at a non-city owned property.

Staff Contact:

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

Fiscal Impact:

Funding for the program is included in the existing approved City budget. Minimal supplies would need to be purchased as the majority of supplies were purchased last fiscal year and used at the shelter in February 2017.

Background:

In 2016, as part of the City Council Homeless Subcommittee discussions, staff began to work with the interfaith community to determine if they would be willing to participate in a winter rotating shelter for families. The shelter, as proposed, would rotate each Sunday to a new host site and would be modeled after a program that operates in Davis. From February 5 – 18, 2017 a rotating winter shelter pilot program was held through a collaboration between Woodland Presbyterian Church, St. Luke's Episcopal Parish (both of these churches were host sites), Fourth & Hope, Yolo County, and the City of Woodland. Members of several other congregations also participated in the pilot program including members from the Christian Church of Woodland and St. John's United Church of Christ.

After the pilot program, volunteers and program partners met to discuss successes and areas of improvement for the program (such as volunteer shifts and responsibilities, timeframe for the paid Fourth & Hope staff person, etc.) and to determine a timeframe to begin planning for another pilot program for winter 17/18. There was overwhelming support from those that participated in the program that they would like to continue this effort the next winter. In April 2017, program partners began to meet to discuss the winter 17/18 shelter. It was determined that a 4-week program (January 7 through February 4, 2018) would be held in one location (St. Luke's) to streamline the daily and weekly logistics of the program and that the program would focus on providing shelter for unsheltered women. However, it should be noted that both Woodland Presbyterian Church and Woodland Christian Church both offered their facilities for a rotating shelter.

On August 22, 2017 the City Council received an update on homeless issues including an overview of a comprehensive draft Homeless Action Plan. The implementation of a winter shelter is consistent with the goals of the Homeless Action Plan for assisting Fourth & Hope with their shelter capacity (S-3 Shelter Capacity) and working with the faith-based community on collaborative initiatives to help homeless (M-12 Expand Community Partnerships).

Discussion:

The following presents an overview of the proposed 4-week winter shelter program.

Duration: January 7 through February 4, 2018 at St. Luke's Episcopal Parish.

Scope: While the shelter will generally be limited to 20 participants, the permit from the Woodland Fire Department will allow for up to 25 participants at one time. Through early discussions for the program, it was decided that the winter shelter would serve unsheltered women (which would then increase the available space for single men at Fourth & Hope). However, recently, Fourth & Hope has suggested that the winter shelter focus on families which would then free up the dining room at their facility so they could house a greater number of single men. Fourth & Hope has indicated they currently have families staying at their facility that are not eligible for hotel vouchers through Cal Works. Staff will work with the County, Fourth & Hope, and program partners to decide which population of homeless will be best served through a winter shelter (a decision will be made in mid-December).

Staff and Volunteers: Fourth & Hope will provide an evening monitor (paid for with existing funding they have) to be present from 11 pm to 6 am each program day. Volunteers for the program will be from many congregations in the community including Woodland Presbyterian Church, St. Luke's, Woodland Christian Church, St. John's, United Methodist, Second Baptist, and Church of Jesus Christ of Latter Day Saints. Volunteers will be needed to walk and drive participants from Fourth & Hope to St. Luke's, monitor the shelter during evening hours, provide enrichment activities, and launder the sleeping bags. Dinner and breakfast will be provided at Fourth & Hope.

City of Woodland: The City, as a project sponsor, would provide cots and sleeping bags that were purchased last year and purchase some remaining items that could be needed during the month (if they cannot be donated). The City is also coordinating the sign-ups for volunteers and has contracted with an individual to assist with these efforts. As the project sponsor, the City would need to enter into an agreement with the host site and would also list the site as additionally insured on the City's liability insurance. The City would also enter into an agreement with Fourth & Hope for the services they are providing for the program. The agreement would be prepared by the City attorney and executed prior to the start of the program.

Conclusion:

Staff recommends that the City Council receive an update on a city-sponsored winter homeless shelter and adopt Resolution No. _____, approving the City's participation in the winter shelter and authorizing the City Manager to execute an agreement to operate a winter shelter pilot program at a non-city owned property.

Prepared By: Christine Engel, Community Services Director

Reviewed By: C



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Winter Homeless Shelter Resolution	10/30/2017	Cover Memo

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT TO OPERATE A
WINTER SHELTER PILOT PROGRAM**

WHEREAS, the City of Woodland is working with the interfaith community, Fourth & Hope, and Yolo County to implement a winter homeless shelter pilot program; and

WHEREAS, the City is a program sponsor and will provide coordination, oversight, and supplies for the pilot program; and

WHEREAS, St. Luke's Episcopal Parish would serve as the host site for the shelter, several congregations would provide volunteers to operate the shelter, and Fourth & Hope would provide intake services, meals, and an overnight shelter monitor.

NOW THEREFORE, BE IT RESOLVED, as follows:

The City Council does hereby authorize the City Manager to execute an agreement to operate the pilot program at St. Luke's Episcopal Parish with services provided by Fourth & Hope.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 15.
SUBJECT: Authorize a \$250,000 Budget Appropriation for the Community & Senior Center Fluid Cooler Project

Recommendation for Action:

Staff recommends that the City Council approve Resolution No. _____, authorizing a budget appropriation in the amount of \$250,000 for the Community & Senior Center Fluid Cooler Project with the funds allocated from the Facilities Asset Reserve fund (Fund 011).

Staff Contact:

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

Fiscal Impact:

Staff has identified the funding source for this project to come from the Facilities Asset Reserve Fund (Fund 011). Fund 011 will have an accumulated balance of \$1,084,554 at the end of this fiscal year; the funding is intended to resolve significant deficiencies in City-owned facilities. Staff has deemed this fluid cooler project as a top priority in which to apply these funds.

Background:

There have been numerous mechanical failures in the Community & Senior Center's geothermal system since the facility opened in 2007. The problems have resulted from high water temperatures inside of the geothermal loop, causing excessive wear and tear on the heat pumps that run off the loop. Stantec Consulting Services was the firm that originally designed the building, and staff hired Stantec again in 2014 to assess the ongoing issues with the geothermal system and provide recommendations. Stantec provided a list of short-term and long-term recommendations in their report, and that report is attached to this Council Communication.

Since 2014, staff has completed all of Stantec's short-term recommendations without avail. The hot water has persisted and has caused the refrigerant inside the heat pumps to "trip" to the point where staff has had to replace compressors and related components prematurely, amounting to over \$10,000 in maintenance costs over the last three years alone.

Two heat pump units are currently inoperable. Staff has been advised by a mechanical contractor to not operate them to avoid further damage. These units serve the lobby area where staff sits and an adjacent hallway. The remaining 18 units attached to the geothermal system have been functioning normally at this time, however, staff has been advised by numerous experts in geothermal systems to expect more malfunctions, equipment failures, and mounting maintenance costs to occur due to the excessive hot water. The hot water has already had a significant negative impact on the system's reliability and has caused issues for many rentals at the Community & Senior Center, including the refunding of rental fees due to rooms that were not adequately cooled.

Discussion:

Staff has exhausted all short-term and smaller maintenance and repair options in response to this issue. The next viable options is to install a fluid cooler. The fluid cooler option was chosen among Stantec's list of long-term recommendations due to the relatively low cost compared with the other recommendations as well as the best option in terms of energy savings. Staff has consulted a few other geothermal system designers, all of whom also advised staff to install the fluid cooler in order to resolve the ongoing issues.

The fluid cooler will be designed to resolve the excessive hot water temperatures inside of the geothermal system during the summer months and return the geothermal system to normal operational capacity. Staff estimates the project costs to be \$250,000, including consultant fees and support infrastructure. The next step for staff will be to hire a consultant for the project management and a different consultant for the design work once the project is authorized by the Council. The goal is to have the fluid cooler installed by next summer.

Conclusion:

Staff recommends that the City Council approve Resolution No. _____, authorizing a budget appropriation in the amount of \$250,000 for the Community & Senior Center Fluid Cooler Project with the funds allocated from the Facilities Asset Reserve fund (Fund 011).

Prepared By: Troy Thompson, Fleet & Facilities Manager

Reviewed By: Gregor G. Meyer, Public Works Director



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Community Center Fluid Cooler Resolution	10/31/2017	Cover Memo
Stantec Report	10/30/2017	Backup Material

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING FUNDING TO INSTALL A FLUID COOLER AT THE COMMUNITY &
SENIOR CENTER**

WHEREAS, the City of Woodland Community & Center has experienced significant mechanical failures as a result of high water temperatures inside of the geothermal system; and

WHEREAS, the mechanical failures have resulted in high maintenance costs, cancelled events, and a loss of revenue for the City; and

WHEREAS, the City of Woodland hired Stantec Consulting Services in 2014 to assess the condition of the geothermal system and to provide recommendations to staff on ways to resolve the issue; and

WHEREAS, the Stantec provided a list of short-term and long-term solutions; and

WHEREAS, the City of Woodland exhausted all short-term and smaller maintenance and repair options to resolve to issues; and

WHEREAS, the high water temperatures persisted after the short-term projects were completed; and

WHEREAS, the City of Woodland has determined the next feasible step is to install a fluid cooler in the geothermal system to bring the water temperatures down to adequate levels; and

WHEREAS, the City of Woodland recommends to the City Council a \$250,000 budget for this project; and

WHEREAS, the City of Woodland wishes to allocate \$250,000 from the Facilities Asset Reserve (Fund 011) as a funding source; and

WHEREAS, the City of Woodland wishes to apply \$60,000 from the Woodland Recreation Foundation funds set aside for the Community & Senior Center to offset the costs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND: hereby authorizes a \$250,000 budget appropriation for the project to install a fluid cooler at the Community & Senior Center using \$250,000 from the Facilities Asset Reserves (Fund 011).

PASSED AND ADOPTED by the City Council on this 7th day of November 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Angel Barajas, Mayor

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

ATTEST:

Ana Gonzalez, City Clerk

**Upgrade Recommendations
for Geothermal Water Source
Heat Pump System at
Woodland Community &
Senior Center**



Prepared for:
City of Woodland

Prepared by:
Stantec Consulting Services Inc.
1201 J Street, Studio 100
Sacramento, CA 95814

September 23, 2014

UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT
WOODLAND COMMUNITY & SENIOR CENTER

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EXECUTIVE SUMMARY

The following short term actions are recommended:

- Upgrade HVAC control system to control geothermal loop temperature. Upgrades consist of adding temperature sensor controllers and programming heat pump control valves to control/optimize geothermal loop temperature. This will increase the efficiency of the heat pumps serving the building. Raise room temperatures set points of all units during unoccupied hours.
- Clean/flush and add chemical treatment to the entire HVAC system. This will increase heat transfer efficiencies for the heat pump and protect the piping systems from corrosion.
- Automate the soil soaker system by installing a soil moisture sensor, controller, and solenoid valve. This will provide optimum soil moisture content to achieve good thermal conductivity of the soil. This will increase the heat transfer efficiency of the geothermal piping loop and save water.
- Install automatic flow control valves at the geothermal underground vault. This will insure even flow in all loop circuits.

Long term solutions include replacement of the existing system with packaged, unitary, or variable refrigerant flow systems as well as alternates that modify the existing system to improve summer cooling performance. These options are discussed in detail in this report. Some of the options are not recommended as discussed.

UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

SYSTEM DESCRIPTION

- The construction on the facility was started in the summer of 2005 with commissioning in the summer of 2007.
- The central mechanical system design had 20 ducted Climate Master vertical water source heat pumps installed in attic service aisles throughout the facility. The units range in size from 26,000 btu/hr to 67,000 btu/hr (nominally 2 to 5 tons). The units are connected to a common outside air duct for ventilation air. There were six (6) rooftop packaged water source heat pump units from 118.5 mbh to 264.2 mbh (nominally 10 to 20 tons).
 - o The initial design build-out air conditioning load on the geo-field was 58 tons @ 184 gpm for the indoor units and 72 tons @ 218 gpm for the outdoor units. Total load was thus 130 tons with 402 gpm circulated.

Two (2) additional heat pumps were added to make the current estimated total load 152 tons and 470 gpm geo-field flow.
 - o Two (2) additional rooftop gas-electric units have also been added to serve specific areas and are not part of the geofield system.
- The mechanical room has (2) 470 gpm/25 hp base-mounted centrifugal pumps (1 standby) in a lead/lag arrangement circulating the condenser water throughout the facility. The pumps are variable speed driven and operate off of system pressure.
- Normally closed bypass valves can be manually opened and closed to drain and purge the system. A written procedure for accomplishing this has been developed by 'Earthbound Energy Resources'.
- The facility heat pumps are connected to the common hydronic water loop that either rejects the heat of compression during the cooling cycle or absorbs heat during the heating cycle.
- The existing ground loop systems consist of HDPE pipe, with seventy 1,000 ft long horizontal slinky loops (30-inch spacing) in 175 ft long trenches. There are 5 grouping of 14 loops each headered together to twenty-four 2-inch diameter supply and return pipes which are then brought into an underground vault and connected to shut-off and control valves. The field is approximately 5 ft. below the ground level. The loops are piped in a reverse return arrangement. The field is direct return.
- An introductory site visit was conducted in early August 2014.
- A technical review mechanical site visit was conducted on September 9, 2014.
- Facility staff accompanied Stantec, provided access, explained facility system operation and pointed out known concerns with the system.

UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

PREVIOUS SYSTEM MODIFICATIONS

Many reports and memos from May 2005 to April 2008 were reviewed for this report describing steps to improve the efficiency and operation of the system. The majority of the effort was to eliminate air that had been captured in the horizontal loop and to flush and purge the system.

The initial design intent was that the geofield be installed below a recreational field (soccer) that would be irrigated in the summer. Currently no recreation field exists, only bare ground and weeds. Due to the dry summer conditions, and without adequate moisture content in the soil, poor thermal conductivity is occurring.

A soaker system was installed at 4-ft. below the ground, and while in use, has assisted in maintaining adequate water temperatures. The system is manually turned on and off. However, due to metering and increased water rate fees, it is used sparingly.

It is reported that the winter heating operation is not a concern.

CURRENT OPERATING CONDITIONS AND CONCERNS

From 08/10/2014 to 08/16/2014 a chart recorder was installed to measure ground water supply and return temperatures. Multiple readings were taken per day from 4:45 AM to 11:45 PM. During the peak times of 11:15 AM and 4:15 PM the average return water sent to the facility air conditioning units was 105-degrees F. and supplied back to the geo-field at 110-degrees F. The peak return was 105.9-degrees F, and 111.7-degrees F. supply.

The following items listed are considered major concerns to be addressed:

1. The lack of adequate chemical cleaning and treatment is resulting in scale build-up in the geo-field and building piping system. The corrosion of the heat pump water coils is affecting performance and service life.
2. High geothermal loop temperatures in the summer are increasing water temperatures and affecting cooling performance and efficiency. While air entrapment in the geofield and facility piping is likely, there are also other factors at play.

SITE VISIT OBSERVATIONS

The following observations and/or concerns were found:

1. Lack of adequate water treatment. A chemical pot-feed is installed in the mechanical room system piping but is not used.
2. System pumps are controlled based on pressure and not on geothermal loop temperature.
3. Heat pump control valves open/close on demand.
4. Soaker system is manually operated.
5. Water tests performed in August 2014 did not include adequate data to determine complete water chemistry.



UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

6. Building Automation System (BAS) is Alerton, maintained by L&H Airco.
7. During the visit many rooms were 'unoccupied'. All BAS system room temperature settings were between 68-degrees F and 74-degrees F.

SHORT TERM RECOMMENDATIONS

- 1A. Control circulating pumps and heat pump solenoid valves to optimize and control supply and return water temperature to and from the geo-field instead of being pressure controlled.
- 2A. Thru BAS system programming open the heat pump control valves to allow continuous circulation thru the geo-field.
- 3A. Automate soil soaker system with a soil moisture sensor system. Install a solenoid valve, controller and moisture sensor to control optimization of geo-field heat transfer.
- 4A. Raise room temperature set-points of all heat pump units during unoccupied times.
- 5A. Provide water treatment for the geothermal and building piping systems.

WATER TREATMENT PROCEDURE, GEOTHERMAL HEAT PUMP SYSTEM

1. Sample city water and test and record the following; pH, conductivity, TDS (Total Dissolved Solids).
2. Sample circulating loop water and test and record the following; pH, conductivity, TDS, Fe (ppm) and Cu (ppm).
3. Blow down all strainers in the system i.e. at main circulating pumps and at each unit.
4. Clean piping with a heavy duty cleaner (potassium hydroxide). Add cleaner until pH is 10.0 to 10.5 and circulate for a minimum of 24 hours. Blow down all strainers several times as the cleaner is being circulated.
5. Circulate and flush the cleaner with city make-up water and drain to sanitary sewer until the water is clear. Sample and test and record the following; pH, conductivity, TDS, Fe and Cu. The pH, conductivity and TDS should be close to the values of city water. The Fe should be <1.0ppm and Cu <0.5ppm. Continue the flush until the Fe and Cu values are achieved.
6. Once the cleaning and flushing procedure is complete add Propylene Glycol to achieve a minimum 10% concentration. Range should be 10% to 15%. Test and record this value with a refractometer.

UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

Table 1 Short Term Recommendations

	Description	Advantages	Disadvantages	Opinion of Probable Cost	Opinion of Relative Energy Savings
1A	Control Circulating Pumps and Heat pumps solenoid valves	• Optimize and control geofield supply & return water temperatures • Increase unit compressor operation • Increase system efficiency • Better zone temperature control	None	\$4,000 • New temperature sensors	1
2A	BAS Reprogramming	• Optimize and control geofield supply & return water temperatures • Increase unit compressor operation • Increase system efficiency • Better zone temperature control	None	\$2,400 • Programming	2
3A	Automate Soaker System	• Optimize and control geofield supply & return water temperatures • Increase unit compressor operation • Increase system efficiency • Better zone temperature control	Additional water costs	\$5,000 • Valves • Sensors • BMS Programming	4

UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

	Description	Advantages	Disadvantages	Opinion of Probable Cost	Opinion of Relative Energy Savings
4A	Raise unoccupied areas room temperature set points	Better comfort control	None	None	5
5A	Provide water treatment	- Increase units compressor life and operation - Able to better maintain system temperatures	None	\$3,500	3

Energy Savings: 1 Highest to 5 Lowest

UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

LONG TERM RECOMMENDATIONS

The following upgrades and system modifications are considered.

- 1B. Replace the interior vertical heat pumps system with direct expansion packaged roof-top gas electric units.

Advantages:

- Maintenance activities would not disturb occupants.
- Eliminates geofield and related mechanical room equipment.

Disadvantages:

- Structural and electrical upgrades needed.
- Not as efficient as water source heat pump.
- Increase natural gas consumption.
- Installation would cause major disruption of facility operation and increase in operating costs.

- 2B. Replace the interior vertical heat pumps system with a Variable Refrigerant Flow System with fan-coils and rooftop condensing units.

Advantages:

- Eliminates geo-field and related mechanical room equipment.

Disadvantages:

- Structural and electrical upgrades needed.

- 3B. Replace the interior vertical heat pumps system with a variable volume system with air-cooled chiller, boiler and interior variable volume boxes (VAV) with hot water re-heat coils.

Advantages:

- Eliminates geo-field and related mechanical room equipment.
- Better temperature control thru added zones.

Disadvantages:

- Structural and electrical upgrades needed.
- Site work modifications.

- 4B. Install flow control balance valves in the 16 return pipes at the underground vault.

Advantages:

- Balance the flow rate and pressure drops thru the geo-field piping to maintain better temperature differentials in the circuit loops.

Disadvantages:

- Site work at the underground vault disruptions and permanent service area required.



UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

- 5B. Install forced draft fluid cooler on-site between the underground vault and the 6"-diameter supply and return pipes into the Mechanical Room.

Advantages:

- Water temperatures will be maintained at optimum conditions. (90-degrees maximum for summer cooling operation). The system will revert to geo-field operation in the winter.

The enclosure would also contain (2) small circulating pumps, bypass valve arrangement, and electrical. An automatic sump cleaning system should be installed to help remove the build-up of solids in the fluid sump basin. The service life of fluid cooler is variable depending on the correct application of water treatment chemicals, bleed rate, quality of the make-up water, and normal corrosion due to air/water contact surfaces and outdoor environment.

Added benefit to maintaining good water quality at the tower is that it will extend the service life of the water source heat pump condensers and increase heat transfer efficiency.

The fluid cooler should be sized from 105-degrees F entering water temperature to 90-degrees F. leaving water temperature.

Disadvantages:

- Site work disruptions and permanent service area required. Electrical service needed.

UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

Table 2 Long Term Recommendations

	Description	Advantages	Disadvantages	Opinion of Probable Cost ^(B)	Opinion of Relative Energy Savings
1B (A)	Replace interior heat pumps with packaged roof gas electric	- Ease of maintenance without disturbing occurrences - Eliminates total geofield system	- Structural and electrical upgrades needed. - Not as efficient as water source heat pump	\$600,000	5
2B (A)	Replace interior heat pumps with fan coil and variable refrigerant (Dx) System (air cooled)	Eliminates total geofield system	Structural and Electrical Upgrades needed	\$750,000	4
3B (A)	Replace interior heat pumps with variable volume system (chiller, boiler, pumps, and controls)	- Eliminates total geofield system - Better temperature control thru added zones	- Structural and Electrical Upgrades needed - Site work modifications with service area requirements	\$1,000,000	3
4B	Install flow control balance valves in geofield piping	Better control of geofield temperatures and balancing of flows	Site work modifications at the underground vault and service area requirements	\$35,000	2
5B	Install fluid cooler in main piping between underground vault and mechanical room	Geofield water loop temperatures will be maintained	Site work modifications between the underground vault and the mechanical room	\$90,000	1

Energy Savings:

1 Highest to 5 Lowest

NOTES:

(A) 1B/2B/3B – no further considerations at this time since disadvantages and architectural, structural, and additional site system electrical upgrade costs will greatly exceed the MEP costs and may not produce meaningful savings. Additionally the entire facility would likely be closed for an extended period of time during construction.

(B) MEP Costs only. Must add architectural and structural costs. See Note A.



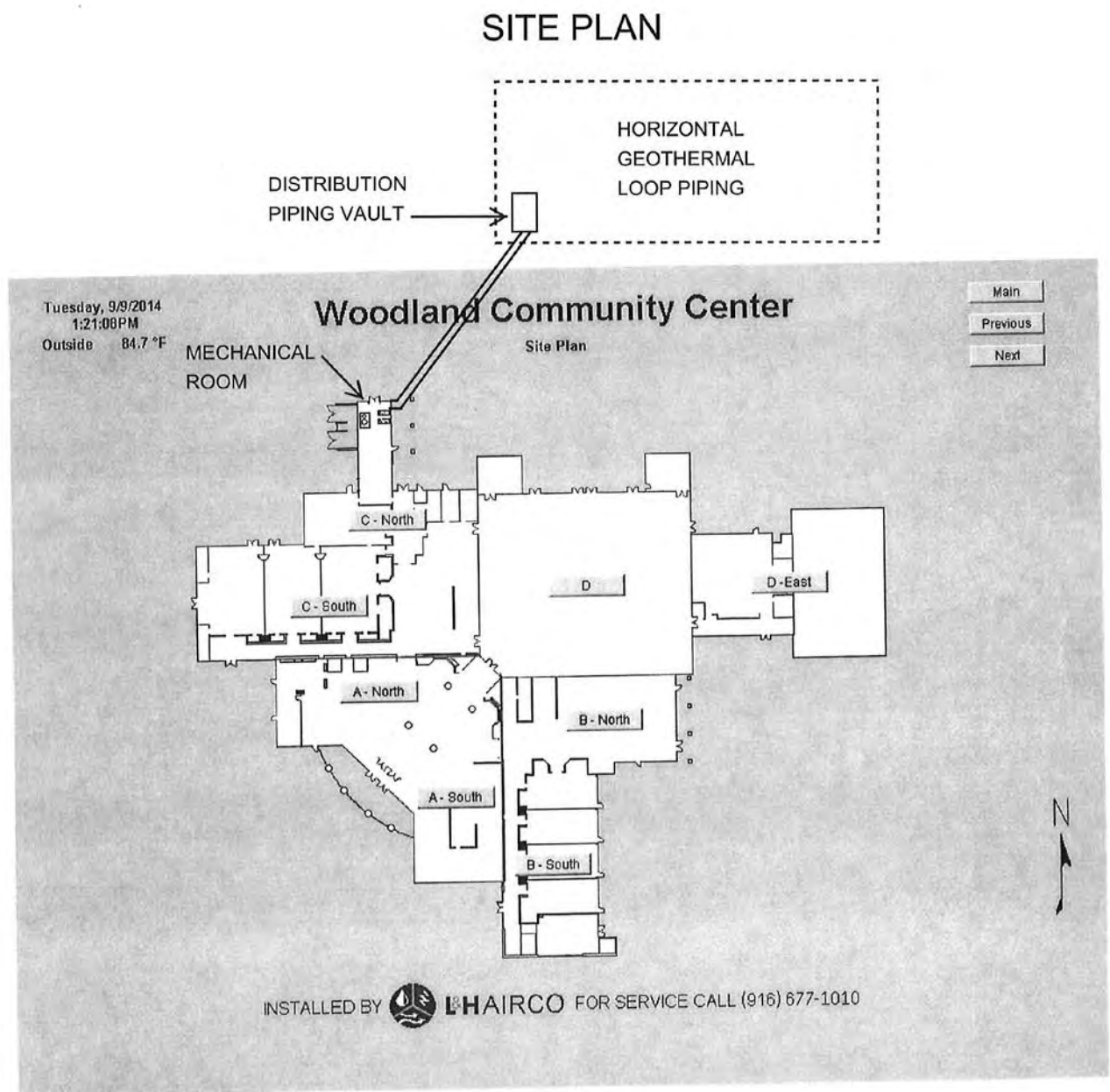
**UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT
WOODLAND COMMUNITY & SENIOR CENTER**

September 23, 2014

APPENDIX

UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

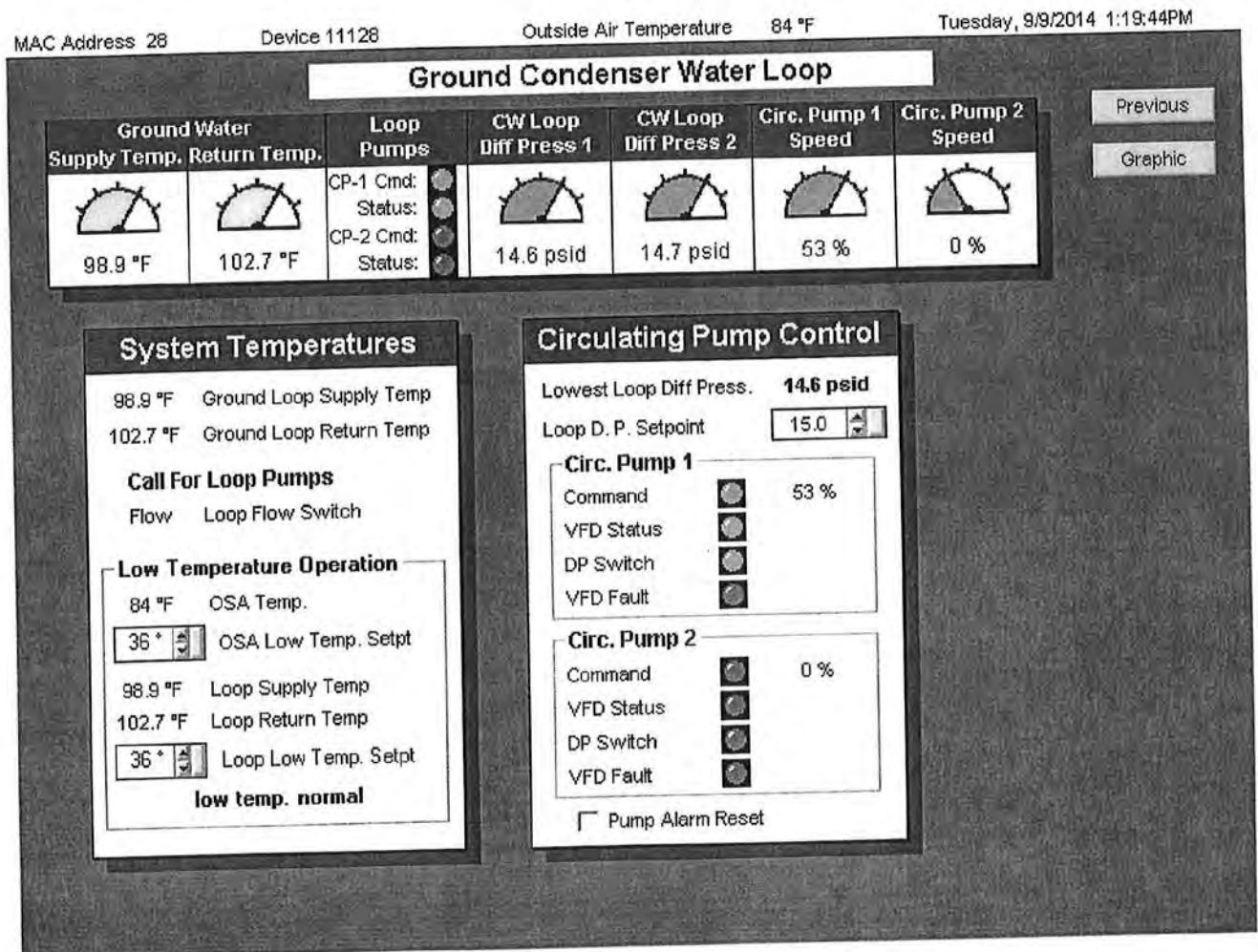
September 23, 2014



UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

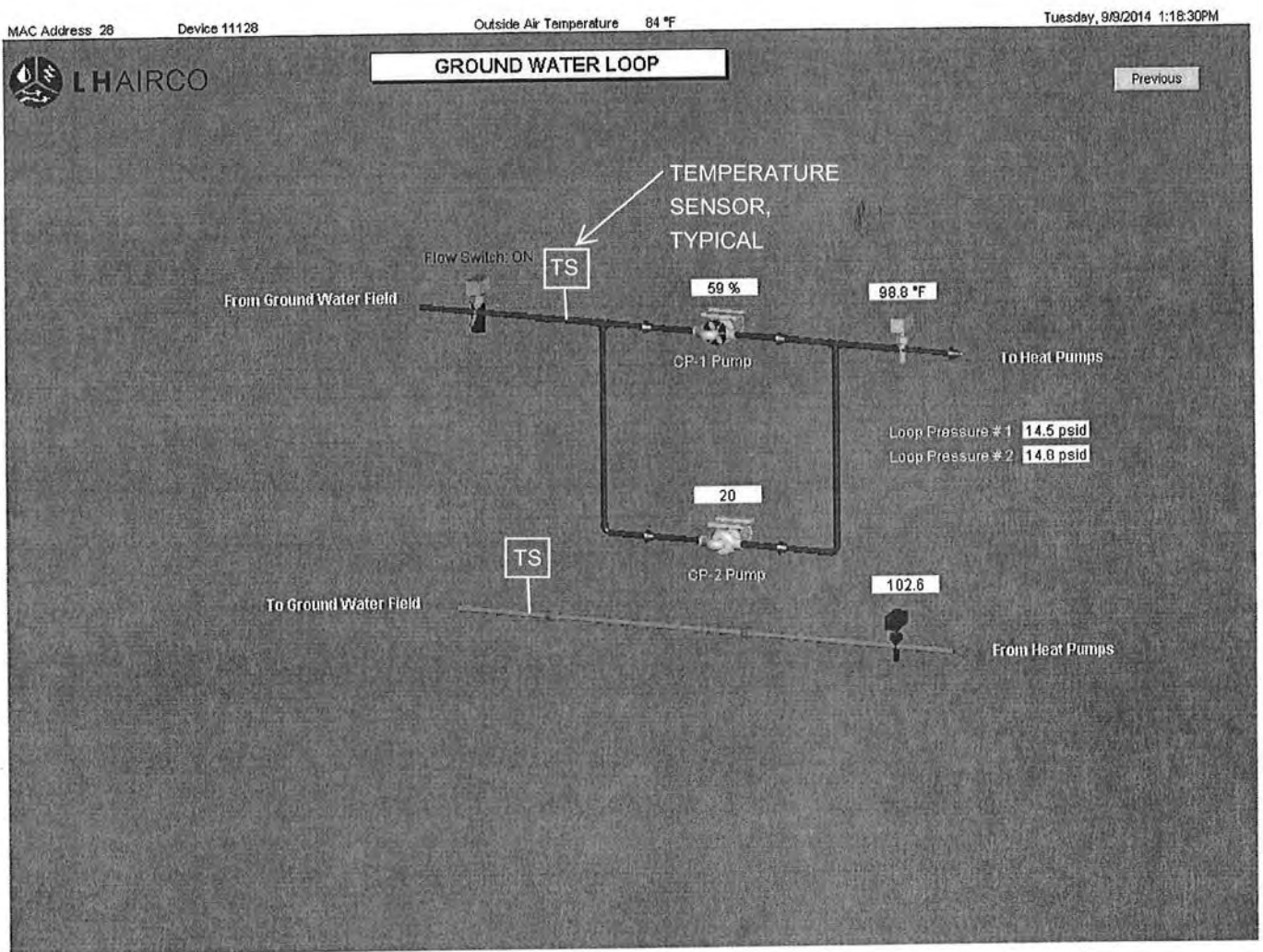
GEOTHERMAL LOOP TEMPERATURES



UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

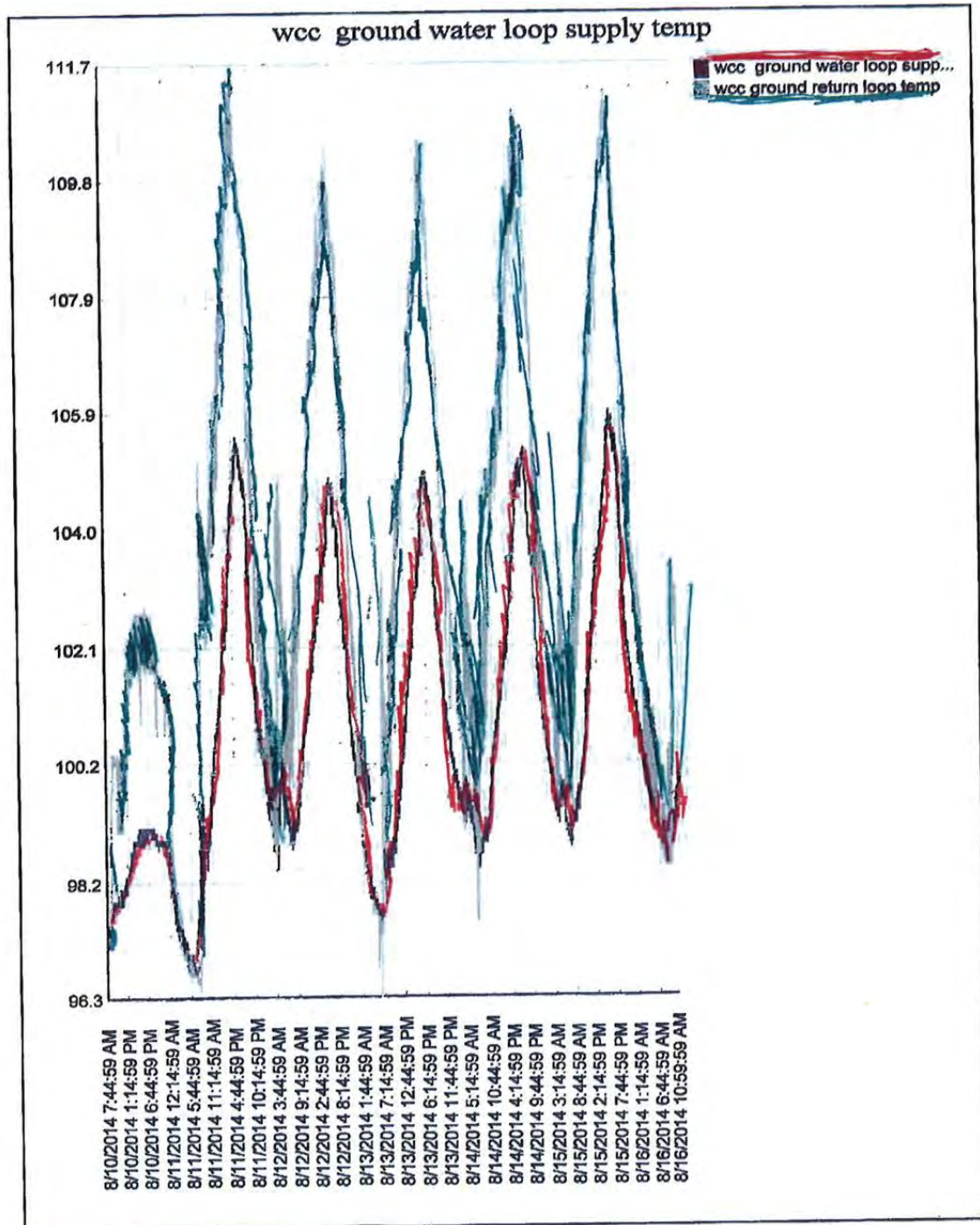
NEW TEMPERATURE SENSORS



UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT
WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

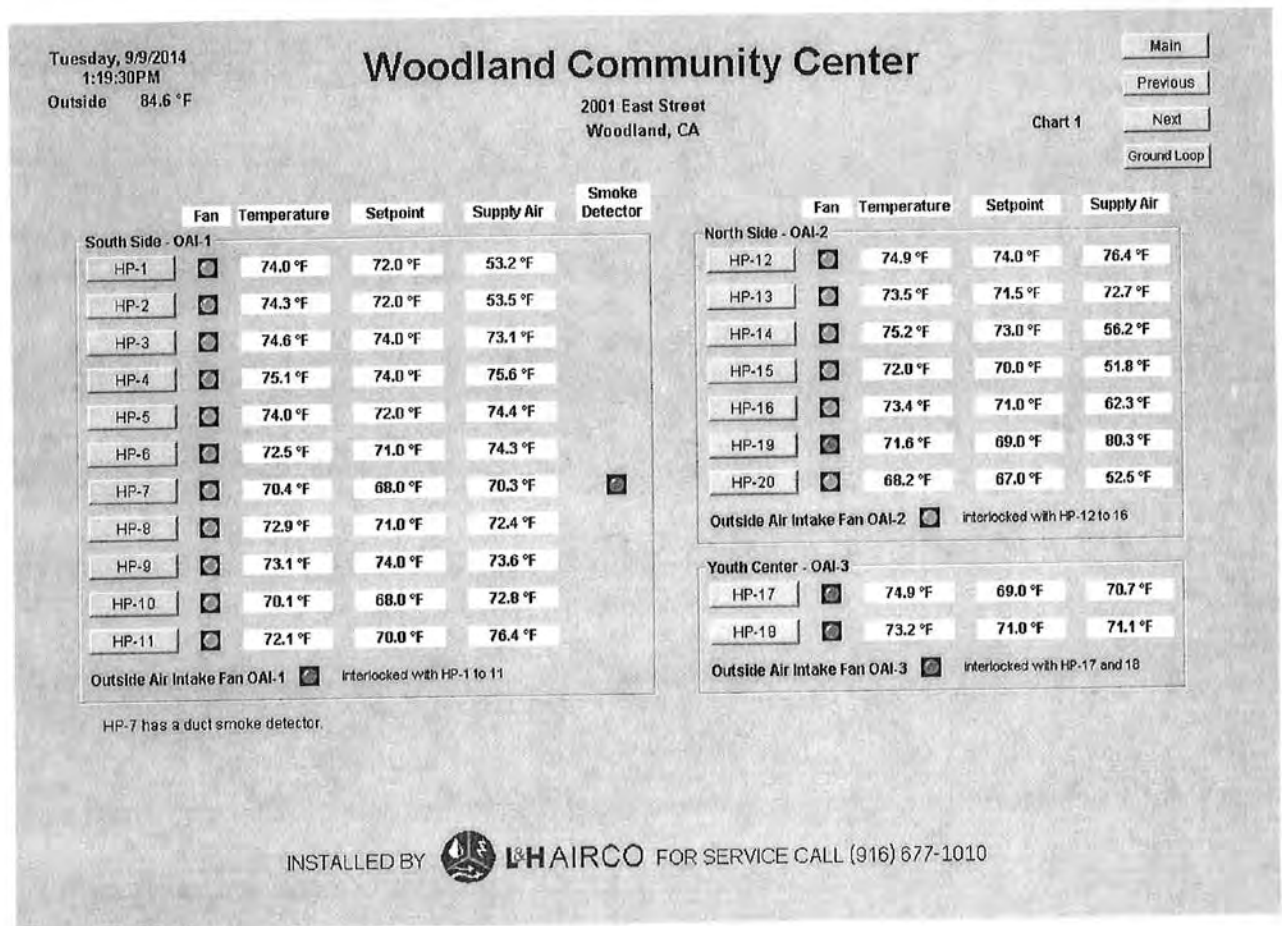
GEOTHERMAL LOOP TEMPERATURE LOG



UPGRADE RECOMMENDATIONS FOR GEOTHERMAL WATER SOURCE HEAT PUMP SYSTEM AT WOODLAND COMMUNITY & SENIOR CENTER

September 23, 2014

TYPICAL HEAT PUMP UNIT SET POINTS





TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 16.
SUBJECT: Board and Commission Reappointments

Recommendation for Action:

It is recommends that the City Council: 1) make appointments to fill vacancies on the Commission on Aging and the Historical Preservation Commission and re-appoint two members to the Planning Commission, and 2) agendize a future discussion of the process to solicit applications and make appointments to City Boards and Commissions.

Staff Contact:

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

Fiscal Impact:

There is no fiscal impact from the recommended action.

Background:

Applications were solicited from community members interested serving on various City Boards and Commissions. Specifically, there are current vacancies on both the Commission on Aging and the Historic Preservation Commission and two expiring terms on the Planning Commission.

Consistent with the current process established to recommend candidates to fill commission appointments, a Council ad-hoc subcommittee (Davies/Rodriquez) reviewed the applications on file and scheduled interviews, that were conducted on October 23rd.

Discussion:

The ad-hoc sub-committee is recommending that the City Council appoint:

- Linda Weesner to Commission on Aging to fill unexpired term left by Commissioner Parker (through 12/31/2019);
- Steve Barzo to Historical Preservation Commission to fill unexpired term left by Commissioner Folker (through 06/30/2019);
- Chris Holt reappointment to Planning Commission for another four-year term ending on 06/30/2021; and
- Fred Lopez reappointment to Planning Commission for another four-year term ending on 06/30/2021.

The Council sub-committee and staff further recommend that the Council agendize a future discussion to evaluate the current process for soliciting and appointing candidates to future commission openings.

Conclusion:

It is recommends that the City Council: 1) make appointments to fill vacancies on the Commission on Aging and the Historical Preservation Commission and re-appoint two members to the Planning Commission, and 2) agendize a future discussion of the process to solicit applications and make appointments to City Boards and Commissions.

Prepared By: Ana B. Gonzalez, City Clerk

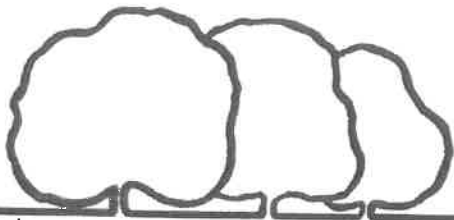
Reviewed By: Paul Navazio, City Manager



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Weesner application	11/3/2017	Backup Material
Barzo application	11/3/2017	Backup Material



City of Woodland

City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806

(530) 661-5813

FOR BOARD AND COMMISSION APPLICANTS AND APPOINTEES

PUBLIC CONTACT FORM

(please print)

Name: LINDA WEBSNER Address: _____

WOODLAND CA 95695

Home/Contact Telephone Number: _____

MOBILE

Work Telephone Number: _____

530.383.8603

E-Mail Addresses

LINDA.WEBSNER@GMAIL.COM

Should a member of the public desire to contact you concerning your representation on a Board or Commission, the City Clerk may release the following information (please check those that apply):

☐ Home Address

☐ Home Phone Number

☒ E-Mail Address

MOBILE
☐ Work Phone Number

☐ Work Address (N/A)

☐ Please do not release any of this information

FOR STAFF USE ONLY

Board, Commission or Committee Application for: _____

Date Council Member Interview Scheduled for: _____

Council Members Conducting the Interview: _____ / _____

If Appointed, Date of Council Action: _____

RECEIVED

JAN 31 2017

CITY CLERK'S OFFICE



(530) 661-5813

LINDA L WEESNER

PERSONNEL BOARD LW

Page 116

Are you currently serving on a City Board or Commission? _____ Yes ☒ No

If yes, please state which _____

Employment experience: Superintendent of Schools: Woodland J.V. SD.
REFERENCE LIBRARIAN: YOLO COUNTY
ASSOC. Supt. HUMAN RESOURCES: WJUSD / Dir. HR. Monterey
PUSD, Principal, Dir. S.D. Dir. Planning / TEACHER / Pre-Sch Director

Organization and community activity experience: WOODLAND OPERA HOUSE BD
ROTARY,
NEIGHBORHOOD COURT

Other experience you have had which would help Council with a decision as to your qualifications to serve: STAFF DEV. DIR., TRAINER: ACSA - for Sch
ADH → STAFF, TEACHER - SAN JOSE STATE / SANTA CLARA U. TAUGHT
AND MANAGED PROGRAMS PRE-SCH → ADULTS,

Educational background and other training: SBA (SOCIOLOGY) SAC STATE
MLS (LIBRARY SCH) SAN JOSE STATE MAED: SANTA CLARA U
TRAINER OF TRAINERS FOR CA SCH ADHUN ASSOC, CSLA,
XIMI CORP...

Why are you interested in serving on a City Board or Commission? PRO-ACTIVE
& SUPPORT FOR OUR COMMUNITY Retired now
and want to give back - be involved

Please provide information on two personal or professional references:

Name	Address	Phone No.
<u>Roberta Paul</u>	<u>1745 AMHERST, WDL.</u>	<u>666.9745 (530)</u>
<u>Cathie Wicks</u>	<u>202 SOUTHWOOD, WDL</u>	<u>666.1273 (530)</u>

Gunda Koenig
Signature of Applicant

1/29/17
Date

Please return application to:

Office of the City Clerk
City Hall
300 First Street
Woodland, CA 95695

Note: Staff will contact you to schedule an interview with the City Council as scheduling permits.

LINDA L. WEESNER
Woodland, CA 95695
E-mail: Linda.weesner@gmail.com
Mobile: (530) 383-8603

20015-Present: Retired

2007- 2015: Reference Librarian, Yolo County Libraries

2007 - 2011: Educational Consultant and AB 430 Trainer: Sacramento County Office of Education (Part-time contracted services)

2006 - 2007: Retired, Family responsibilities

2004 -2006: Superintendent: Lafayette School District (K-8, 3,300 students, 500 employees)

1995 – 2004: Superintendent: Woodland Joint Unified School District (K-12, 10,500, 1,250 employees)
Associate Superintendent - Human Resources: WJUSD

1981-1995: Monterey Peninsula Unified School District - Director - Human Resources and Staff Development
Principal - Ord Terrace Elementary School, Vice Principal, School Library Media Specialist,
Classroom Teacher (elementary), Multicultural Ed. Teacher (k-6) - Olson Elementary School
Instructor: Chapman College, Monterey (part time) graduate teacher preparation courses

1975-1981: Director and Lead Teacher: Good Shepherd Nursery School, Salinas, CA

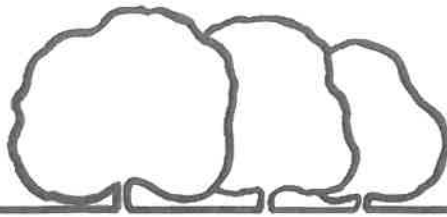
1968-1975: Substitute Teacher, Classroom & Migrant Education Teacher: Alisal Unified School District,

ACADEMIC PREPARATION

Master of Arts	Education Administration: Santa Clara University, 1995
Master of Arts	Library Media Specialist: San Jose State University, 1985
Bachelor of Arts	Sociology: Sacramento State University, 1968
Credentials	California Clear Librarianship Services Credential
	California Professional Administrative Services Credential
	California Standard Lifetime Elem. Teaching Credential

COMMUNITY MEMBERSHIPS: Past & Present

Neighborhood Court Panelist
California Virtual Academy School Board Member
Woodland Shakespeare Club
Sacramento State University Education Advisory Board Member
Woodland Chamber of Commerce Board & Executive Board Member
Woodland Community College Advisory Committee
Woodland Chamber Singers
Woodland Opera House – Board Member
Lafayette Arts and Science Foundation Board
Woodland Reads Committee
Woodland Sunrise Rotary
Yolo County Youth Issues Task Force



City of Woodland

City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806

(530) 661-5813

FOR BOARD AND COMMISSION APPLICANTS AND APPOINTEES

PUBLIC CONTACT FORM (please print)

Name: STEVE BARZO Address: _____

WOODLAND, CA 95695

Home/Contact Telephone Number: 530-867-0138

Work Telephone Number: SAME

E-Mail Addresses: SBARZO44@GMAIL.COM

Should a member of the public desire to contact you concerning your representation on a Board or Commission, the City Clerk may release the following information (please check those that apply):

☐ Home Address

☐ Work Phone Number

☒ Home Phone Number

☐ Work Address

☒ E-Mail Address

☐ Please do not release any of this information

FOR STAFF USE ONLY

Board, Commission or Committee Application for: PC

Date Council Member Interview Scheduled for: _____

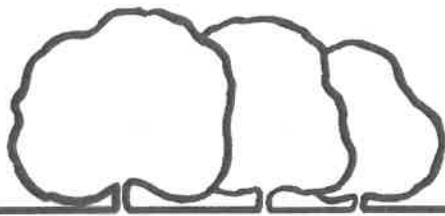
Council Members Conducting the Interview: /

If Appointed, Date of Council Action: _____

RECEIVED

AUG 31 2015

CITY CLERK'S OFFICE 1



City of Woodland

City Clerk

300 First Street

Woodland, California 95695

(530) 661-5806
FAX (530) 661-5813

CITY BOARDS AND COMMISSIONS APPLICATION

Name of applicant:

STEVE BARZO

My first choice is for appointment to the Board or Commission.

PLANNING COMMISSION

If I am not selected for my first choice, I am interested in serving on the following Boards and Commissions (Note: one may serve on only one Board, Commission or Committee at any one time):

- | | |
|---|--|
| ☐ Board of Building Appeals | ☐ Parks and Recreation Commission |
| ☐ Commission on Aging | ☐ Personnel Board |
| ☐ Historical Preservation Commission | ☐ Planning Commission |
| ☐ Library Board of Trustees | ☐ Traffic Safety Commission |
| ☐ Manufactured Homes Fair Practices Commission | |

Please Note: Members of the Historical Preservation Commission, Library Board, Manufactured Homes Fair Practices Commission and Planning Commission are required to annually file Statements of Economic Interest forms disclosing such information as: -- investments, interests in real property, income, loans, etc.
-- mailing address and telephone number

This information is a public record and these statements are available to the public upon request.

All Board and Commission Members are required by State Law to take a two hour ethics training course every two years. You will be notified of the next scheduled test.

The Interview Team will make recommendations for appointment to various Boards and Commissions. If there is no current vacancy, you will be placed on a waiting list.

I have business connections and/or investments that may result in possible conflict of interest.

☐ Yes ☒ No

I reside within the City limits of the City of Woodland.

☒ Yes ☐ No

Are you currently serving on a City Board or Commission? _____ Yes ☒ No

If yes, please state which _____

Employment experience: RETIRED = 21 YEARS US ARMY
AND 27 YEARS MANAGEMENT SERVICES
OFFICE, U.C. DAVIS

Organization and community activity experience: KIWANIS (4 YRS) * STROLL
THROUGH HISTORY (CHAIR VENDORS - 6 YRS) * CHAIR
WOODLAND CHILI COOK OFF - CHARTERED MEMBER
JOHN FERNWICK AND I GOT IT STARTED
(OVER)

Other experience you have had which would help Council with a decision as to your qualifications to serve: TECHNICAL MEMBER AND
LEADER

Educational background and other training: 14 YEARS -
MANY YEARS OF TRAINING CLASSES
IN LEADERSHIP, ORGANIZATION, BUDGET
AND MANAGEMENT

Why are you interested in serving on a City Board or Commission?

TO MAKE A DIFFERENCE IN
OUR COMMUNITY - I ENJOY PUTTING
PROJECTS TOGETHER IN A FUN &
CLASSES MANNER

Please provide information on two personal or professional references:

Name	Address	Phone No.
GARY SANDY	572 ELM ST	530-666-8185
MEL LOYOSA	CROSS ST	

Signature of Applicant

[Signature]

Date

25 Aug 15

Please return application to:

Office of the City Clerk
City Hall
300 First Street
Woodland, CA 95695

Note: Staff will contact you to schedule an interview with the City Council as scheduling permits.

- * DICKENS IN THE VALLEY (2 YRS) * VP WOODLAND
- * DEMOCRATIC CLUB (2 YRS)
- * PLANNING COMMISSION (15 YRS) SERVED AS CHAIR AND VICE CHAIR ON MANY DIFFERENT OCCASIONS



TO: THE HONORABLE MAYOR AND CITY COUNCIL
DATE: November 7, 2017
ITEM #: 17.
SUBJECT: Community Service Awards Nominating Committee

Recommendation for Action:

Staff recommends that the City Council appoint a new Nominating Committee at the November 7, 2017 regular City Council meeting for the 2018 Community Service Awards.

Staff Contact:

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

Fiscal Impact:

The resources necessary to support the recognition of community members for outstanding service to Woodland were included in the FY 2018 General Fund budget.

Background:

It's time to begin the process leading up to the presentation of the 2018 Community Service Awards in late February. The first step is to form the Nominating Committee.

The Community Service Award, which was first presented in 1983 and annually since 1986, is the City Council's opportunity to recognize individuals with long standing service to the community in terms of:

- Community leadership
- Demonstrated, selfless service to the community
- Dependability in completing assignments/projects
- Interest in varied activities

The Council appoints a Nominating Committee that meets and makes its recommendations to the City Council. The Council acts on the recommendations and the awards are presented at a dinner event to be held on Thursday, February 22, 2018 at 6:00 p.m.

Discussion:

In order to proceed with the planning for the Community Service Awards event in late February, 2018, a new Nominating Committee must be appointed. Appointment of the Nominating Committee during the regular meeting of November 7 will allow staff to provide the support necessary for the Committee to complete its work in a timely manner.

The Nominating Committee is comprised of seven (7) people:

- Five (5) Council appointed members
- One (1) past recipient (historically appointed by the Mayor)
- One (1) Council Member (historically this has been the Mayor)

Council appointees to the Nominating Committee can be Council member's previous appointee or a new individual.

Council Members are requested to personally contact your appointee prior to November 7th to determine if they would be willing to participate.

The City will again invite the public to submit names of people the Nominating Committee should consider for the Community Service Award.

Conclusion:

Staff recommends that the City Council appoint a new Nominating Committee at the November 7, regular City Council meeting for the 2018 Community Service Awards.

Prepared By: Jennifer Robinson, Secretary to the City Manager

Reviewed By: Ana Gonzalez, City Clerk



Paul Navazio, City Manager

ATTACHMENTS:

Description	Upload Date	Type
Past Nomination Committee Members	10/27/2017	Backup Material
Past Community Service Award Recipients	10/27/2017	Backup Material

Community Service Award Nomination Committee

2006

Robin Hill	Chris Monroe
Becky Holland	Lucinda Talkington
Jesse Ortiz	Rogelio Villagrana

2007

Donna Neu	Twyla Thompson
Angie Roddan	Gary Traynham
Meg Stallard	Patricia Valenzuela

2008

Bill Marcus	Rogelio Villagrana
Donna Neu	Jeannine Wells
Gary Traynham	

2009

Darlene Gray	Donna Neu
Louie Pires	Judy Tischer

2010

Angel Barajas	Wayne Ginsburg
Mary Lacky	Leslie Marcus
Adrienne Monroe	

2011

Darlene Gray	Russ Spring
Susan Lundquist	Judy Tischer
Jesse Ortiz	Gary Traynham

2012

Bernadette Murray	Cirenio Rodriguez
Jesse Ortiz	Russ Spring
Dotty Pritchard	Gary Traynham

2013

Bob Bigelow	Don Campbell
Katie Curran	Cindy Ochoa
Dotty Pritchard	Gary Traynham

2014

Gary Traynham	Art Pimentel
Dotty Pritchard	Theresa Lee
Steve Harris	Candice Burgess

2015

Don Campbell	Jorge Ayala
Dotty Pritchard	Rob Wallace
Debbie Hoppin	Juan Hernandez

2016

Don Campbell	Skip Davies
Dotty Pritchard	Phil Hogan
Debbie Hoppin	Joe Romero, Jr.

2017

Don Campbell	Jim Gillette
Dotty Pritchard	Carol Souza-Cole
Lucinda Talkington	Gary Traynham

PAST COMMUNITY SERVICE AWARD RECIPIENTS

1983

Kenneth Leake*
Jennie Peterson*
Morris Pritchard*

1986

Grace Hiddleson*
Anna Marie Beeman*
John Ferns*

1987

David Adams*
Harold Douglass*
Al Lucero*

1988

Dick Klenhard*
Jean Sisson*
Harry Walker*

1989

Helen Nash*
Jack Weaver*
Skip Quinlan*

1990

Melba Whitehead
Twyla Thompson*
Don LaPlante

1991

Mabel Thomas*
Henry Delp*
Jim Cranston*

1992

Ted Gregg*
Jim Leathers*
Jane Reiff*

1993

Bob Buchignani*
Michael Davis*
Walter Loewen*

1994

Iver Johnson*
John Roman, Sr.
Roslinda Stone

1995

Marion Beaudin*
Dudley Holman*
Jim Lawson*

1996

George Carrere
Bob Dahl*
Marlin "Skip" Davies

1997

Bobbie Cahn*
Clara Perkins*
Rick Gonzales, Sr.*

1998

Pilar Andrade
Evelyn Chambers*
Herb Kessler*

1999

Robert Gillette*
Larry Schapiro
Pauline van Muyden

2000

Fred Bailard
Clare Childers
B. J. Ford

2001

Anne Miguel Joule
Jack Slaven*
Lucinda Talkington

2002

Barbara L. Fleck
Mary E. Lacky
Dona Mast

2004

Warren Meyer, Jr.*
Tom & Meg Stallard
Bobbie Ochoa*
Carol Souza Cole

2005

Wayne Ginsburg
Dorothy Minges*
Patricia Murray
Jesse Ortiz, Jr.
Woodland Reveille Lions Club

2006

Bruce Drummond
John Fenrich
Rosalinda Moreno*
David Wilkinson
Stille Family/Nugget

PAST COMMUNITY SERVICE AWARD RECIPIENTS (CONTINUED)

2007

Shanna Baggaley
Kathryn Hare*
Langston "Jack" Jackson*

2008

James Lingberg*
Veryle Short Parker
Neal D. Peart
Woodland Elks Lodge #1299

2009

Donald S. Campbell
Chris Dreith
David M. Flory
Lenore C. Sharp
American Legion Yolo
Post 77

2010

Marilyn Kregel*
Anita Long
Larry S. Martinez
Kathryn Hess Trott
Woodland Rotary Clubs

2011

Alan B. Flory
Gary W. Malcolm
Ted Wimberg
Yolo Wayfarer Center

2012

Ricardo Carrillo
Tania Garcia-Cadena
Susie Shoffitt
Marilyn Wirth*
Woodland Ecumenical
Ministries

2013

Romeo Losoya
Julie Mast
Larry Miller
Linda Nantz
Community Care Car

2014

Kathy Aukes
Rod and Linda Battaglia
Harland Morley
Brad Van Sant
Senior Center, Inc.

2015

Anna Del Castillo-Vernon
Vince Olvera
Jackie Scott
Gary Traynham
Woodland Volunteer
Food Closet

2016

Richard J. Bellows
Janet Ruggiero
Lenore Turner-Heinson
Art Williams
Woodland Bike Campaign

2017

Barbara Bodkin
Kathy Harryman
Jeff Youngmark
Woodland Host Lions Club

*deceased
Updated 3/16/17