

City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Minutes - Final

Tuesday, October 18, 2016

6:00 PM

MINUTES ADOPTED BY COUNCIL

Council Chambers

City Council

**JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY
OCTOBER 18, 2016
6:00 P.M.**

A. CALL TO ORDER

B. ROLL CALL

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

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by James Vorhees.

D. COMMUNICATIONS-PUBLIC COMMENT

James Vorhees spoke regarding vacant lots in District 5 and the use of these lots for public utilities.

F. COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

[16-770](#)

SUBJECT: Long Range Calendar

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

Verbal updates provided by Council Members/Staff.

G. CONSENT CALENDAR

1. [16-706](#)

SUBJECT: Internal Audit of the City of Woodland's Sewer System Management Plan

Recommendation for Action: Staff recommends that the City Council certify the Internal Audit of the Sewer System Management Plan (SSMP) for the past two reporting years of July 1, 2014 to June 30, 2016.

Certified the Internal Audit of the Sewer System Management Plan (SSMP) for the past two reporting years of July 1, 2014 to June 30, 2016.

2. [16-743](#)

SUBJECT: Increase in Original Costs and Lease Purchase of a Hybrid High-Reach Truck for Urban Forestry

Recommendation for Action: Staff recommends that the City Council: (1) Approve Resolution No. _____, Authorizing a \$10,542.00 increase to the original purchasing price of a Hybrid High-Reach Truck for

Urban Forestry; and

(2) Authorize the lease purchase of the Hybrid High-Reach Truck from Umpqua Bank for a total amount of \$225,005.76 over a 7-year term.

Adopted Resolution No. 6728, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN INCREASE TO THE ORIGINAL COST AND LEASE PURCHASE OF A HYBRID HIGH-REACH TRUCK FOR URBAN FORESTRY.

3. [16-759](#)

SUBJECT: Revisions to Selected Job Descriptions, and Approval New Salary Range for Library Services Director

Recommendation for Action: Staff recommends that the City Council adopt revisions to the following job descriptions:

- a. Library Services Director;
- b. Deputy Director of Community Development;
- c. Deputy Director of Public Works, Utilities;
- d. Deputy Director of Public Works, Operations & Maintenance; and
- e. Approve new salary range for Library Services Director

Adopted revisions to the following job descriptions: Library Services Director; Deputy Director of Community Development; Deputy Director of Public Works, Utilities and approved new salary range for Library Services Director.

Staff removed the job description for Deputy Director of Public Works, Operations & Maintenance job description. Item was not adopted.

4. [16-769](#)

SUBJECT: Approval of Fiscal Year 2016/17 Transportation Development Act Claim

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, Authorizing Filing of the Annual Transportation Development Act Claim with the Sacramento Area Council of Governments.

Adopted Resolution No. 6729, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AUTHORIZING FILING THE ANNUAL TRANSPORTATION DEVELOPMENT ACT CLAIM WITH THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS.

5. [16-772](#)

SUBJECT: Amendment of the Conflict of Interest Code Pursuant to the Political Reform Act of 1974

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving and adopting the amended Conflict of Interest Code pursuant to the Political Reform Act of 1974.

Adopted Resolution No. 6730, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AUTHORIZING FILING THE ANNUAL TRANSPORTATION DEVELOPMENT ACT CLAIM WITH THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS.

6. [16-776](#)

SUBJECT: Community Services Department Quarterly Status

Report for the period of July 2016 through September 2016

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

Accepted the Community Service's Department's Quarterly Status Report.

7. [16-777](#)

SUBJECT: Budget Appropriation Approval for First Time Homebuyer Loan Assistance Program

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the following appropriation and amending the FY 2016/17 budget as necessary: \$4,600 in Housing Trust funds (Fund 326) for the City's First Time Homebuyer Loan Assistance Program; a total appropriation of \$28,400 in Fund 326.

Adopted Resolution No. 6731, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN APPROPRIATION FOR THE CITY'S FIRST TIME HOMEBUYER LOAN ASSISTANCE PROGRAM.

On a motion by Council Member Stallard, seconded by Council Member Denny and carried unanimously, Council Members approved Consent Calendar Items No. 1 through 7 minus the job description for Deputy Director of Public Works Operations & Maintenance listed as "D" in Item No. 3.

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

H. REPORTS OF THE CITY MANAGER

8. [16-723](#)

SUBJECT: Reject All Bids and Re-Authorize Bid Advertisement for Library Improvement Project, CIP 15-08

Recommendation for Action: Staff recommends that the City Council:

1. Approve Resolution No. _____, rejecting all bids from the October 6th bid opening; and
2. Re-Authorize bid advertisement for the Library Improvement Project; CIP 15-08.

On a motion by Council Member Stallard, seconded by Council Member Davies and carried unanimously, Council Members adopted Resolution No. 6732, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND REJECTING ALL BIDS FROM THE OCTOBER 6, 2016 BID OPENING FOR THE LIBRARY IMPROVEMENT PROJECT; RE-AUTHORIZE BID ADVERTISEMENT FOR THE LIBRARY IMPROVEMENT PROJECT; CIP 15-05.

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

9. [16-780](#)

SUBJECT: Road Maintenance Program Project Update

Recommendation for Action: Staff recommends that the City Council receive a presentation from staff regarding the Road Maintenance Program Projects.

Received a presentation from Katie Wurzel, Principal Civil Engineer regarding the Road Maintenance Program Projects.

I. ADJOURNED AT 6:54 PM

Respectfully submitted,

/s/ Ana B. Gonzalez, City Clerk

Adopted by Council: November 1, 2016