



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: September 1, 2009

SUBJECT: Council Minutes

Report in Brief

Attached are the minutes of the following City Council meetings for your review and adoption:

April 29, 2008	-	Special Study Session
May 6, 2008	-	Regular Session

Recommendation for Action

It is recommended that Council adopt the minutes of the special study session of the Council on April 29, 2008 and the regular Council meeting of May 6, 2008, as presented.

Prepared by: Sue Vannucci, Director of
Administrative Services

Mark G. Deven
City Manager

Attachments: Minutes

Woodland City Council Meeting
City Hall, Council Chambers
300 First Street
Woodland, California

MINUTES

CITY COUNCIL SPECIAL/STUDY SESSION APRIL 29, 2008

6:00 P.M.

CALL TO ORDER

At 6:00 P.M. Vice Mayor Davies called the Special Meeting of the Council to order.

PLEDGE OF ALLEGIANCE

Vice Mayor Davies invited all in attendance to join in the Pledge of Allegiance led by Council Member Marble.

ROLL CALL

COUNCIL MEMBERS PRESENT: Marlin Davies, William Marble, Jeff Monroe, Artemio Pimentel, David Flory

COUNCIL MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Mark Deven, Sue Vannucci, Doug Baxter, Akin Okupe, Sherry Salas, Dick Donnelly, Greg Meyer, Mark Cocke, Amber D'Amato, Russ Cole, Joan Drayton

COMMUNICATIONS - COUNCIL/STAFF COMMENTS AND REQUESTS

Council Member Marble said he attended a Water Resources Association meeting yesterday. He requested Council approval to agendize the tobacco retailers' license ordinance discussion. There was no concurred action to so add to a future agenda.



Vice Mayor Davies said the Council newsletter stated a five foot limit on street piles which is not accurate.

Council Member Monroe said Everman Park had been hit by vandalism and he asked to have an item added to a future agenda about security for some of the parks. There was no concurred action to so add to a future agenda.

PRESENTATION

THE BEST SHOW ON TRACKS"

Wayne Ginsberg said the Heidrick Ag History Center will hold a festival entitled "The Best Show on Tracks" which to be held at the Dan Best Ranch from June 20-22, 2008. He introduced Lonny Wunder, the new CEO of the Heidrick Ag History Center. Mr. Wunder encouraged members of the community to attend "The Best Show on Tracks" on Road 14 between County Road 102 and State Route 113. Over 500 people will be coming from different parts of the world and all of the hotels in Woodland will be filled.

REPORTS OF CITY MANAGER

WATER SUPPLY SYSTEM AND WATER PLAN

Senior Civil Engineer Baxter said many wells on the West side of the City are older and have high nitrate levels. The nitrates could come from a septic tank leach fields and be any kind of organic. The City has lost production of some of our wells. Over the last 20 years the population has increased 42 percent and the actual pumping capacity has remained the same. New wells have provided capacity for development but old wells have not been replaced as they fail. On August 22, 2007, which was a very hot day, there was a high demand in the morning for water with all of the wells except two running. On January 4, 2008 with the high winds and nearly a City wide power outage, there were not enough generators. The City almost ran out of water as there was not adequate backup power. Staff is proposing to place backup generators on three of the wells. The elevated tank located between Clark Field and the Armory is 56 years old and is in major need of overhaul. A consultant concluded that the tank was built to a 1949 standard which gives 20 percent lateral stability based on current seismic codes. An elevated tank with an approximate capacity of 400,000 gallons is needed to provide an automatic distribution system.



Future tanks will provide 10 million gallons of storage, will increase water pressure and improve fire protection. Later in the presentation there will be reference to a letter the City received from the Regional Water Quality Control Board.

Vice Mayor Davies asked about replacing the water tank at Clark Field and the danger to people and homes if an earthquake were to occur. The Little League Fields are being used year round. Should Woodland experience an earthquake, he did not want the water tower to come down and hurt any of the parks or houses.

Engineer Baxter said the City does not know when the Armory will be torn down by the State. The tank can be constructed with the Armory on site. Staff looked at some tanks that were 75 feet from residential property. The existing tank will be kept in service until the new tank is constructed. Staff is trying to move the tank replacement forward in a responsible and expeditious manner with construction in September or October. Information will be presented to the Parks and Recreation and Planning Commissions, and the final proposal will be presented to the Council at a later time. City Manager Deven said there will also be a meeting with the neighbors on May 8, 2008 prior to the meeting with the Commissions, so the location of the tank is not yet fixed.

Engineer Baxter said once the excavation is done for the footing, the safety zone may have to be changed on a week-by-week basis. Staff looked at several different tank styles and presented the information to the Infrastructure Committee. One was the multi-column tank which is similar to the existing tank. The other is a single column tank (pedosphere). The multi-column tank is less expensive, but there are maintenance and operations expenses with the removal of graffiti. There are also safety issues with people trying to climb the multi-column tank. Because of the overall cost staff recommended the single-column tank which has a 50 year life and the coating has a 20-year life. There are decisions to be made about the design of the tank, including the use of the City's logo, and he appreciated Council Members in-put. The tank will meet earthquake standards.

Engineer Baxter said staff will present information to the Parks and Recreation Commission on May 19 and the Planning Commission on June 5. Staff recommended the location of the tank and the option of the pedosphere tank style.



With respect to water meter implementation, Engineer Baxter said that State law, A. B. 2572 requires that all developments that have water connections to the City water system built after 1991 must to be metered by January 1, 2010. The rest of the properties in the City must be metered by 2025. The City's desire and goal is to try to keep the total cost paid by those on meters the same as those on a flat rate. The City may have to use terminology that is understandable to the public, and the policy needs to be consistent with Proposition 218. The City cannot have a different charge for cost per 100 cubic feet than the charge for commercial area. One of the problems with implementing metering is there is not precise knowledge on the revenue stream, and that is one of the reasons for not overly relying on consumption. Eventually some decisions need to be made.

Council Member Pimentel left the Council meeting at 6:55 p.m. and returned at 6:57 p.m.

Council Member Monroe asked about installation costs and possible water line may collapse in older sections of the City. Engineer Baxter said everything from the street to the meter box is the City's responsibility. The City has an inventory of the homes already metered and an inventory of the homes built after 1991. Crews have assessed all Phase 1 properties and looked at the conditions. As the City goes into Phase 2, questions will arise and if the City damages the water line, the City will fix it. The average cost for Phase 1 is about \$400 per meter. The City will have to do a rate analysis for Phase 2.

Council Member Marble said the real policy question is whether the City meters all of the properties in a condensed metering program or meters what is mandated only. To mandate all properties together from a financial standpoint appears from the rate study to mean a greater cost to the homeowner. He asked why the Infrastructure Committee is favoring delay of the metering. Omitted from the rate study is the premise that if everyone is placed on meters at the same time and due to reduced water consumption, a savings in drilling of new wells and anticipated conservation measures, water costs could go decrease. The Infrastructure Committee determined the necessity to stay with the current rate study which indicates rates would be increasing if the City did meter everyone together.

Vice Mayor Davies said the issues are: (1) whether to put all customers on meters; and (2) metering 20% per year. The City must address the inventory of houses built prior to 1991, and to meter them on a percentage basis.



Engineer Baxter said based on Council comments, the rate study will not include picking up all of the individuals who are not in Phase 1 and staff and Council will evaluate at a later date when the City will meter those properties.

Council Member Marble said the second main policy decision is whether the City will do all it can to equalize rates for those intervening years or the policy of sticking with a strict consumption based pricing for those properties that are on meters when that time comes. Council needs to decide which policy is best.

Vice Mayor Davies said the Council seems to want to keep the rates as close to the same on an annual basis as possible.

Engineer Baxter said staff will work on the policy and equity issues which will be addressed later. Phase 1 will include metering, but the pre-1991 developments that have a meter installed due to a service line replacement will not be included in Phase 1.

Engineer Baxter said properties with existing meters will not be included at this time and Council will receive more information on that issue. The water rate study is important to implement a residential water meter rate and to establish equity between the rates. Long term financial planning for capital projects not covered by the previous rate study should be addressed. The Infrastructure Committee strongly supported the concept of going to monthly billings rather than billings every two months. The Committee felt this method would make it easier for families to budget, and this billing will encourage conservation. All of the work for metering will come from the Water Enterprise Funds and not from residents. There are plans to install an automatic meter reading system. Residential meter boxes have a battery pack and transmitter which sends out a signal on a daily basis. The rest of the meter is set up for electronically sending out the signal. The battery life is warranted for 20 years, and the meter box has a homeowner shut off valve. City crews will be using the existing meters and changing the top part to make the meter an automated system. Signals are sent to two locations and the signals are linked to the communication system and submitted to Finance and Public Works. Meters will give the City more data for water consumption knowing how much residential water is being used at 7:30 a.m. and will receive 15 minute increments of data so the City will know exactly how much City water is being used. The City is also doing long term financial planning based on delaying Phase 2 (the rest of the City) which will be done by 2020. He then reported on the major water capital projects for the next 5 years and the



bond issuance in September of 2008 for \$15 million to allow urgent Capital improvement Projects to move forward over the next couple of years. The monthly billing cycle will begin as soon as possible to help spread out the financial impact.

Engineer Baxter said the CEQA process was presented to the Council in October of 2007 and preliminary results indicate that with or without surface water rates will need increase approximately 19% per year through 2012. If the City proceeds to use surface water, that magnitude of increase will continue through the year 2016.

Vice Mayor Davies is concerned that surface water is not something the City can tap into immediately. Surface water in the Sacramento River is over subscribed now. Currently agricultural water is cut to 45 percent of their normal annual allocation this year. Engineer Baxter said the City's water right is not old enough to give the City any summer rights. Before the surface water project would proceed, the City would secure a long term summer water purchase contract. The water rights attorneys are working on the surface water rights. It is recommended the City have diversity with respect to water supply. The City is fighting on the regulatory side for drinking water standards relating primarily to nitrates and also on the discharge side regarding boron, selenium, nitrates, salt, etc. We are trying to position ourselves to give the greatest amount of flexibility and backup during those types of events.

Council Member Marble said there is another important policy decision to be made on the large increases in water bills with or without surface water. Should Council view raising the rates on an annual basis at 19 percent per year for four years or eight years, or does the Council feel a better alternative is a single, large rate increase at one time.

Vice Mayor Davies does not like the 19% and prefers a 10% increase over a longer period of years.

Council Member Pimentel said the quality of water is important. Surface water is better quality than ground water, but we need to determine what residents prefer. Vice Mayor Davies said citizens he has heard from want cheap water and are not as concerned about water quality the City provides now. Council Member Pimentel said the survey the City did in 2000 resulted in support for water quality.



Council Member Marble said continuing to use well water will increase rates beyond what surface water cost would be due to the State requirements.

Engineer Baxter said for surface water the City is finalizing permits and water right applications. In 2012 staff will ask Council to fund moving forward. The City is trying to position itself so we have assets to be utilized with or without surface water. The storage tank will reduce the need to have as many wells. The rate study will provide for a reserve and positive fund balance moving forward with surface water. The City received a letter from the Regional Water Quality Control Board summarizing the concern about salt, boron, selenium relating to the discharge permit. Groundwater is incapable of complying with the discharge permit even if industry, commercial and residential does not interact with it. The Sacramento River has very low levels of salt, boron and selenium levels. The City must improve its water quality. Using surface water is one way of doing that. Water hardness in the Sacramento River is less and water softeners are not needed. Sacramento River water studies reveal that consumers would save an average of \$18 per month.

Engineer Baxter said reverse osmosis is extremely expensive, and has a brine problem. Well 25 is not proceeding until Staff receives more information on the salt and boron levels at varying depths. Crews will put in tubes to allow periodic samples initially and over the long term at different depths, even down to 1,500 feet. This will help the City design wells so that nitrate problems can be eliminated. The West side of town has nitrates and Well 25 is restricted by setback requirements to other pipelines, utilities in the street and distance from foundations of other structures. Noise and lighting are among the concerns of the neighbors. Staff is waiting to get the information on the monitoring well before a roll out. We are also getting renderings and landscaping designs.

The original site was not a City owned property so we will not receive any money from the developers. This well project is the only one to be financed from 584 development funds, and the location of this development well provides better distribution for asset management.

Crews can move to another site where a treatment facility could be built. Nitrates have a very small waste stream and that can be put back into the sanitary sewer system. He said the bad news is that it costs about \$2 million per site and the operations and maintenance cost are about \$150,000 per year. Staff is working on hydraulic modeling, and the water focus study should be ready by late summer. He noted that the annual



water quality report will be mailed out in May and July. A flier that will be mailed with the utility billings about metering and both documents will be translated into Spanish.

ADJOURNMENT

At 7:40 p.m., Vice Mayor Davies adjourned the special meeting of the Council.

Respectfully submitted,

Sue Vannucci, Director of Administrative Services

Transcribed by: Jean Kristensen, Deputy City Clerk

Adopted by Council:

Woodland City Council Meeting
City Hall, Council Chambers
300 First Street
Woodland, California

MINUTES

CITY COUNCIL
SPECIAL CLOSED SESSION

MAY 6, 2008

5:00 P.M.

CLOSED SESSION

At 5:01 p.m. Council held a closed session for a conference with Legal Counsel regarding anticipated litigation, initiation of litigation pursuant to Subdivision (c) of Section 54956.9 regarding one case. Present at the session were Vice Mayor Davies, Council Members Marble, Monroe and Pimentel, City Manager Mark Deven, Sam Emerson, and City Attorney Siprelle. Absent was Mayor Flory. Council provided direction to the City Attorney.

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

At 6:01 p.m. Vice Mayor Davies called the regular meeting of the Council to order.

CLOSED SESSION ANNOUNCEMENT

Vice Mayor Davies announced that Council held a closed session for a conference with Legal Counsel regarding anticipated litigation, initiation of litigation pursuant to Subdivision (c) of Section 54956.9 regarding one case. Council gave direction to the City Attorney to proceed with initiation of litigation and formation of an ordinance for Tri-City Tire Recycling regarding illegal operations and violation of their conditional use permit.



PLEDGE OF ALLEGIANCE

Vice Mayor Davies invited all in attendance to join in the Pledge of Allegiance led by Susan Lundquist.

ROLL CALL

COUNCIL MEMBERS PRESENT: Marlin Davies, William Marble, Jeff Monroe, Artemio Pimentel

COUNCIL MEMBER ABSENT: David Flory

STAFF MEMBERS PRESENT: Mark Deven, Ann Siprelle, Sue Vannucci, Barry Munowitch, Carey Sullivan, Bonnie Sylva, Susan Lundquist, Greg Meyer, Dan Bellini, George Bierwirth, Jamie McLeod, Dan Gentry, Kim McKinney, Rich Rayls, Tod Reddish, Tamera Burnham, Dan Letamendi, Brent Meyer

COMMUNICATIONS – WRITTEN

Council received notifications for two rate increases from P. G. and E., one for recovery of catastrophic event costs in electric rates and another for recovery in rates of costs previously deemed reasonable associated with the valuation of its hydroelectric generation assets.

Council Member Pimentel noted that the notices represent the twelfth and thirteenth increase requested by PG & E since November 2006 which affects residents of Woodland and the City's general fund.

Council received notice of rate adjustments on some of WAVE Broadband cable services.

COMMITTEE REPORTS

Council received the minutes of the Library Board of Trustees meeting of March 17, 2008.



Council received the minutes of the Yolo Emergency Communications Agency meetings of March 12 and 25, 2008.

COUNCIL/STAFF STATEMENTS AND REQUESTS

Council Member Marble said he, Vice Mayor Davies and City Manager Deven met this morning at the Chamber of Commerce 2 x 2 and discussed economic development and budget issues the City is facing.

PRESENTATIONS

On a motion by Council Member Marble, seconded by Council Member Monroe and carried by the Members present, Council approved a Certificate of Appreciation for retiring Police Sergeant Susan Lundquist, proclaimed May 11-17, 2008 as National Police Week and May 15, 2008 as Peace Officers' Memorial Day in Woodland.

CERTIFICATE OF APPRECIATION-POLICE SERGEANT SUSAN LUNDQUIST

Council Member Monroe presented a certificate of appreciation to retiring Police Sergeant Susan Lundquist, who started her service with the City of Woodland in January of 1982 as the second female Police Officer to be hired by the Woodland Police Department.

PROCLAMATIONS - NATIONAL POLICE WEEK AND PEACE OFFICERS' MEMORIAL DAY

Council Member Pimentel presented the National Police Week Proclamation and Peace Officers' Memorial Day Proclamation to Police Chief Sullivan. Chief Sullivan noted that Lieutenant Bierwirth was present representing Woodland Police Mid-Management Unit. Officer Rayls was present representing Woodland Professional Police Employees' Association, and Sergeant Letamendi represented the Woodland Police Supervisors' Association.

CONSENT CALENDAR

At the request of Council Member Pimentel and with concurrence by the Council Members present, the following item was removed from the Consent Calendar for clarification:



WOODLAND OPERA HOUSE OPERATING AGREEMENT

Council Member Pimentel said the City has stated that improvements to the Woodland Opera House would become part of City property but the Opera House belongs to the State. The proposed agreement does not make that statement. Director Gentry said improvements would belong to the State of California as the Opera House property belongs to the State.

On a motion by Council Member Monroe, seconded by Council Member Marble and carried by the Members present, Council approved the Operating Agreement for the Woodland Opera House with the State Department of Parks and Recreation for a term of 25 years.

At the request of Vice Mayor Davies and with concurrence by the Council Members present, the following item was removed from the Consent Calendar for discussion:

MONTHLY STATUS AND CAPITAL BUDGET EXECUTION REPORTS - PUBLIC WORKS DEPARTMENT

Vice Mayor Davies is interested in the renovation of baseball fields at Camarena and that Staff communicates effectively with the Leagues.

Director Gentry said the City just signed the contract with the landscape architect for the irrigation projects. The first two projects will be City Park and Camarena. Following will be Christiansen, Pedroia and Harris Parks. After the baseball season is completed the construction will begin and will be completed before the season starts again in March of 2009. Harris Park has been used for girls fast pitch softball, but Harris Park has not been a Little League field before.

Council Member Monroe has been asked about the lights at Dubach Park and possibly using them for a Little League Field. Director Gentry said he has been contacted by a Little League outside the community but he was not aware of a contact within the community. There is a value to the lights with the demolition, and a nonprofit could purchase the lights at the demolition value.

Council Member Pimentel asked how all of the material at Dubach Park will be disposed of and Director said there are some items in the kitchen the City will keep, such as a freezer. Some of the other equipment would be surplus off.



With no further questions, Council received the Monthly Status and Capital Budget Execution reports from the Public Works Department.

On a motion by Council Member Monroe, seconded by Council Member Marble and carried by the Members present, the Council approved the following Consent Calendar items:

MONTHLY STATUS REPORT - COMMUNITY DEVELOPMENT

Council received the Monthly Status report from the Community Development Department.

MONTHLY STATUS REPORT - FIRE DEPARTMENT

Council received the Monthly Status report from the Fire Department.

PROJECT 07-42 - REJECT BID PROTEST FROM CALIFORNIA PAVEMENT MAINTENANCE; AWARD CONTRACT FOR ROAD MAINTENANCE

Council rejected the bid protest from California Pavement Maintenance for Road Maintenance Project No. 07-42, waived the minor bid irregularity for Bond Blacktop, and awarded the contract for the Road Maintenance Project No. 07-42, Base Bid plus Additive Alternates "A" and "B", to Bond Blacktop, Inc., for \$1,204,541.92.

RESOLUTIONS 4909, 4910, AND 4911 - GATEWAY LANDSCAPING AND LIGHTING DISTRICT

Council adopted Resolution 4909 initiating proceedings for the formation of the City of Woodland Gateway Landscaping and Lighting District and the levy and collection of assessments for Fiscal Year 2008-09 pursuant to the provisions of the Landscaping and Lighting Act of 1972; adopted Resolution 4910 preliminarily approving the Engineer's Report for the formation and the levy of assessments within the City of Woodland Gateway Landscaping and Lighting District; and adopted Resolution 4911 declaring its intention to form a Special Assessment District designated as the City of Woodland Gateway Landscaping and Lighting District and to provide for the levy and collection of assessments in such District, setting a



July 1, 2008, 6:00 p.m. public hearing and ordering the initiation of assessment ballot procedures.

ANNUAL REPORT-MANUFACTURED HOMES FAIR PRACTICES COMMISSION

Council received the Annual Report from the Manufactured Homes Fair Practice Commission.

PROJECTS 01-02, 05-14, 07-40 - PIONEER SIGNAL LIGHT AND SIGNAL MODIFICATIONS AT PIONEER AND GUM

Council accepted as complete the contract with W. Bradley Electric, Inc. for their work on the new traffic signals at the intersections of Pioneer and Branigan/Brennen and at Pioneer/Farnham and signal modifications at the Pioneer/Gum intersection, and authorized the City Clerk to file a notice of completion.

RESIGNATION - NATE PETERSON, PARKS AND RECREATION COMMISSION

Council accepted the resignation of Nate Peterson from the Parks and Recreation Commission.

SET PUBLIC HEARING - LIEN REGARDING DELINQUENT UTILITY SERVICES

Council set a public hearing for May 20, 2008 to direct the Tax Collector of Yolo County to assess a lien against real property located at 784 Bourn Drive, to collect delinquent utility amounts.

SUBMISSION OF 2008-09 FUNDING REQUEST FORM - RECYCLING GRANT

Council approved the submission of a 2008-09 Funding Request Form to the Department of Conservation; authorized the Public Works Director and/or designee to execute all necessary forms on behalf of the City; approved accepting and expending the grant when the funds are available.



PROJECT 05-34 - MONITORING WELL 25,

Council awarded the contract for Water Well 25, Monitoring Well #1, Project No. 05-34, to Bradley and Sons, Inc. for \$149,010.

REPORTS OF THE CITY MANAGER

BOARD AND COMMISSION MEMBERS

Council Member Monroe said he and Council Member Marble recommend the appointment of Don Campbell to the Commission on Aging.

On a motion by Council Member Monroe, seconded by Council Member Marble and carried by the Members present, Council appointed Don Campbell to the Commission on Aging.

Council Member Marble said there is an opening on the Parks and Recreation Commission and two openings on the Board of Building Appeals.

2008 ROAD REPORT

Senior Civil Engineer Meyer presented the 2008 Road Report on behalf of Associate Engineer Wurzel. The City has 183 centerline miles of street, and there has been a shift over the last five to ten years from 'worst first' to preventative maintenance. The program is designed to apply the right treatment at the right time to the right road, increasing efficiency and overall cost. Preventative maintenance costs are about \$11 per square yard as opposed to \$35-\$90 per square yard using the 'worst first' method. The City is divided into 14 zones. Staff is proposing to work on two zones per year and focus all the work on those areas. In 2004 the City converted to the current computerized pavement management system MicroPAVER developed in the late 1970s by the Army Corps of Engineers and is

endorsed by the American Public Works Association. The program is compatible with the Operations and Maintenance Department's work order tracking system (CityWorks) and the City's Geographic Information System. General accomplishments include \$24 million in new roads, reconstruction and maintenance, \$15 million in development funded new roads in Spring Lake, \$9 million in capital projects for reconstructing and maintaining existing roads in addition to operations and maintenance provided by City staff. In the future his Division wants to maintain focus on efficient and cost effective utilization of funding.



Engineer Meyer said the City plans to continue with preventative maintenance, making it the highest priority. Roads like Lincoln and Kentucky will be attacked as funding allows, but the goal is to make sure existing streets are in good condition.

Assistant Engineer Burnham said staff is looking at some of the other streets but those are local streets. The big concern is maintaining the arterial and collector streets.

Specific equipment is used for the seal project and is provided by the contractor, including a slurry seal machine. The City does not have that equipment, and it cannot be rented. The contractor is doing the preparatory work, and the City crews finish. Now that the City has a paver and grinder, we can do more of the prep and maintenance work.

City Manager Deven said Council might want to consider with future road contracts, inclusion of the cost of upgrading alleys and parking lots and utilizing other funding sources. The City might be able to utilize Redevelopment Funds for certain activities and other funds which service a recreational facility.

ADJOURNMENT

At 6:34 p.m., Vice Mayor Davies adjourned the regular meeting of the Council.

Respectfully submitted,

Sue Vannucci, Director of Administrative Services

Transcribed by: Jean Kristensen, Deputy City Clerk

Adopted by Council: