

**Woodland City Council Minutes  
Council Chambers  
300 First Street  
Woodland, California**

**September 15, 1998**

The Woodland City Council met in special session at 6:00 p.m. in the second floor conference room of City Hall in order to convene a closed session. Before the closed session the Mayor announced the closed session topics. The Council then convened the closed session for (1) the public employment (Sec. 54957) of the Fire Chief; and (2) the public employment (Sec. 54957) of the Interim City Manager.

Council Members present at the special meeting were: Losoya, Borchard, Flory, Ryhal and Peart. Council Members absent: None. Interim City Manager Gerald Davis, Assistant City Manager Phil Marler and City Attorney Ann Siprelle were present at the closed session during discussion of public employment of the Fire Chief. Interim City Manager Gerald Davis, City Attorney Ann Siprelle and Council Members were present during the discussion of public employment of the City Manager.

The special session and closed session were adjourned at 6:35 p.m.

The Woodland City Council met in regular session at 7:00 p.m. in the City Hall Council Chambers.

**PLEDGE OF ALLEGIANCE:**

Mayor Melton Losoya opened the meeting and invited everyone present to join him in the pledge of allegiance to the Flag of the United States of America.

**ROLL CALL:**

COUNCIL MEMBERS PRESENT: Losoya, Borchard, Flory, Ryhal, Peart

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Marler, Davis, Gonzalez, Ruggiero, Wegener, Siprelle, Pollard, Julihn, Monahan, Barry, Lecair, Brown, NacNicholl, Mitchell, Wickstrom, Horgan, Zeier, Hanson, Phillips, Henson, Wilson

**MINUTES:**

The Secretary to the City Manager (Deputy City Clerk) Ana Gonzalez announced that the September 1, 1998 minutes did not reflect the introduction/appointment of Gerald R. Davis, Interim City Manager because such action was done prior to the Pledge of Allegiance and recording starts with Pledge of Allegiance.

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On motion of Council Member Flory, seconded by Council Member Ryhal and carried by unanimous vote, the City Council approved the minutes for the adjourned regular Council meeting of August 3, 1998, regular Council meeting of September 1, 1998 (with a correction) and special Council meeting of August 5, 1998.

Council Member Borchard complimented City Clerk Jean Winnop for getting the minutes from the last City Council minutes on tonight's agenda to be approved.

### COMMUNICATIONS:

1. From the State Department of Alcoholic Beverage Control a copy of an application was received for an on sale beer and wine license for property at 11 East Street (east side of East Street just south of East Beamer Street). Community Services Officer Ken Yamamoto advised the Police Department had no concerns with the issuance of this license.

2. From R.C. Collett a letter was received stating that the Council at its July 28 meeting indicated a desire to work with him to modify the zoning boundary of his commercial properties to accommodate future development at the County Road 102 site. Council directed staff to report on the issue at the October 6 Council meeting.

3. From Janet Ann Lane a claim against the City was received regarding damage to her vehicle caused by a tree limb falling on it on August 19. The City's insurance representative recommended that Council reject the claim and refer it to them.

The City Council rejected the claim against the City submitted by Janet Ann Lane and referred the claim to the City's insurance representative.

4. From Martha Fuchslin a letter was received expressing opposition to any additional youth programs.

### COMMITTEE REPORTS:

1. From Assistant City Manager Phillip Marler a report was received transmitting the minutes of the Personnel Board meeting of June 30, 1998.

2. From Community Development Director Janet Ruggiero a report was received summarizing action taken at the Planning Commission meeting of September 3, 1998.

### PUBLIC COMMENT:

Mayor Losoya announced that our City Clerk was in the hospital following some surgery, and he asked the Council to consider sending her some flowers with a card. On motion made by Mayor Losoya and seconded by Council Member Borchard and carried by unanimous vote, the City Council approved the purchase of flowers/plants and a card for City Clerk Jean Winnop.

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Marianne Ryan spoke on youth concerns. She read a letter from one of the children in juvenile hall that thanked merchants for the donation of their supplies.

Marianne also said she wanted to make a comment and remind the City Council that the future lies in the hands of our children. She asked Council to consider these thoughts and thanked the Mayor for the opportunity to speak.

The Mayor thanked Marianne and moved on to presentations.

PROCLAMATION OF "SCHOOL'S OPEN DRIVE CAREFULLY" MONTH:

On motion of Council Member Ryhal, seconded by Council Member Peart and carried by unanimous vote, the City Council proclaimed September 1998 as "School's Open - Drive Carefully" Month.

Council Member Flory presented a proclamation of "School's Open Drive Carefully" Month to Marv Lange, Manager of AAA District Office in Woodland.

PROCLAMATION ON FIRE PREVENTION WEEK:

On motion by Council Member Peart, seconded by Council Members Borchard/Peart and carried by unanimous vote, the City Council proclaimed the week of October 4-10, 1998 as Fire Prevention Week.

Council Member Peart presented the proclamation to Fire Chief Miles Julihn and Fire Marshal Bruce Lecair.

ACCEPTANCE OF REBATE CHECK FROM PG&E:

On motion by Council Member Borchard, seconded by Council Member Ryhal and carried by unanimous vote, the City Council accepted a rebate check from Pacific Gas and Electric Company in the amount of \$28,650 for participation in PG & E's Light Emitting Diode (LED) installation rebate program with City Project No. 97-01, LED Traffic Signal Heads.

Mr. John Mabry from PG&E presented the rebate check to the City of Woodland and publicly thanked the City for participating in the program. Council Member Ryhal accepted the check.

RECOGNITION/APPRECIATION - WASTE REDUCTION AWARD PROGRAM (WRAP):

On motion of Council Member Borchard, seconded by Council Member Flory and carried by unanimous vote, the City Council adopted a Certificate of Recognition and Appreciation to Target Distribution Center, Target Retail Center, Printer's Ink, and F&F Multi-print, as the 1998 winners of the Waste Reduction Award Program.

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Mayor Losoya presented the Certificates of Recognition and Appreciation to Monica Fajardo, F&F Multiprint; Jake Knapp, Printer's Ink; Jill Fields, Guest Service Supervisor from Target Retail Store and members from the environmental team from Target Distribution Center - Julie Stromberg, Christine Clemmens and Shaun Vargas.

RESOLUTION OF APPRECIATION - CITY HALL EXPANSION PROJECT #96-38:

On motion of Council Member Borchard, seconded by Council Member Peart and carried by unanimous vote, the City Council adopted a Resolution of Appreciation to Aberdeen/Burriss, Inc., Wirth + McCandless, AIA, the Fire Department, the Finance Department and the Public Works Department in the successful completion of City Hall Expansion (Fire Sta. No. 1 Apparatus Bay), Project No. 96-38.

Vice Mayor Borchard presented the Resolution to representatives from each of the above aforementioned participants.

Associate Civil Engineer Alan Mitchell thanked each of the participants for their efforts in the project.

PUBLIC HEARINGS:

After a presentation by Associate Planner Bob MacNicholl, Mayor Losoya opened the public hearing. No comments were received from the public. Mayor Losoya closed the public hearing.

On motion by Council Member Flory, seconded by Council Member Borchard and carried by unanimous vote, the City Council accepted the Draft model Wireless Telecommunication Facilities and Antenna Siting Ordinance as amended by the Planning Commission and directed staff with the assistance of the City Attorney to draft a final ordinance for future adoption.

REPORTS OF THE CITY MANAGER:

CONSENT CALENDAR:

Council Member Borchard asked that the Senior Equipment Mechanic position description be removed from the Consent Calendar.

On motion of Council Member Flory, seconded by Council Member Peart and carried by unanimous vote, the City Council approved the following Consent Calendar items:

ACCEPT CITY HALL/FIRE STATION I RENOVATIONS AS COMPLETE:

The City Council accepted the City Hall Expansion (Fire Station No. 1 Apparatus Bay), Project No. 96-38, as complete and directed the City Clerk to file a Notice of Completion.

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US DEPT. OF JUSTICE SMALL COMMUNITY GRANT AWARD:

The City Council received the information about the \$15,000 one time grant award to the Police Department.

STATE COPS GRANTS (AB 3229):

The City Council approved the use of State COPS grant funds for matching funds on the Federal COPS MORE grant.

CONFLICT OF INTEREST CODE UPDATE:

The City Council adopted Resolution No. 4091, "Resolution of the City Council of the City of Woodland Adopting Amended Conflict of Interest Code and Incorporating by Reference the Fair Political Practices Commission's Standard Model Conflict of Interest Code."

REGULAR CALENDAR:

APPROVE SENIOR EQUIPMENT MECHANIC JOB DESCRIPTION:

Public Works Director Gary Wegener responded to questions from Vice Mayor Borchard about the Senior Equipment Mechanic Job Description.

On motion by Vice Mayor Borchard, seconded by Council Member Flory and carried by unanimous vote, the City Council approved the job description, salary and bargaining group designation for Senior Equipment Mechanic.

CITY BOARD, COMMISSION AND COMMITTEE MEMBER SELECTION PROCESS:

Assistant City Manager Phillip Marler introduced Personnel Board Vice-Chairman Debbie Carlson. Debbie did a presentation and discussed the new recruitment process for Boards, Commissions and Committee Members. Most felt the current process was very cumbersome, steps not well defined and very difficult for everyone to understand.

One of the recommendations that the Personnel Board made was that each Council Member serve two months in a row that way there is overlapping with a different Council Member on the second month for continuity.

The Board recommended a fixed schedule so that the applicant can be interviewed quickly. Once the interviews have been concluded then a decision would be made to recommend the individual to a particular vacancy. At that time the applicant packet would be presented to the full Council.

If the City Council Members decided not to recommend an applicant, there are three situations that could apply: 1) an applicant is not recommended for any vacancy, and a letter is

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sent advising them; 2) if the individual is suited, but other applicants are to be interviewed; a letter is sent advising them of that outcome; 3) the applicant is suitable, but no vacancy exists on an appropriate board or commission at that time, and a letter is sent notifying them that their application will be put on file, and they will be contacted when a vacancy on that particular board arises.

When an individual is on hold or on file and a subsequent vacancy comes up then they can be recommended and then the full application packet goes to the full City Council for final review. Should the applicant not be interested in being considered then their application is set back and held for future consideration.

The Personnel Board stated that an extremely important part of the process is the on-going communication with the applicant.

The Board also recommended that the process used be consistent. Specific steps are needed where both applicants and Council feel it's clear to everyone and reduces the time to fill the position. Ms. Carlson then concluded her presentation and said that any questions could be addressed to Steve Basha.

Council Member Ryhal had a question about open sessions to candidates. He said that Council did not want to have open session interviews. He said they wanted to keep them closed.

Council Member Flory voiced his concern about having the City Manager's Office schedule the interviews and send the letters. He felt this was a City Clerk function and would address this at a later meeting.

Further Council discussion followed.

On motion of Council Member Peart, seconded by Vice Mayor Borchard and carried by unanimous vote the City Council received the presentation from the Personnel Board concerning suggested improvements to the process used to select community members for City Board, Commissions and Committees and approved the process as recommended by the Personnel Board.

### WATER SYSTEM MASTER PLANNING PUBLIC EDUCATION AND SURVEY PROJECT:

Public Works Director Gary Wegener introduced Associate Civil Engineer Ken Zeier who was also the project manager for the Water System Master Planning Public Education and Survey Project. Ken introduced Dr. Robert Kahn to the City Council. Dr. Kahn, along with the assistance of Bob Moore of Moore Information did a presentation to cover the results of the public education survey.

Four hundred people were polled, and at the end of the day the last question was "Would you support a measure to improve your water," and the overwhelming response was "yes." That response was after going through all the cost issues, etc. There was large interest by the public in Woodland to do something about water.

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Cost was a concern but not the driver. General findings concluded there was a preference for a blended alternative. Citizens in Woodland care a lot about water. The public is looking for leadership on this issue.

Council Member Peart had a concern about the \$17 per month, and he wanted to know how that was established. He hoped that the figure is close to what it would cost to do this, otherwise this is false information. His questions was "Seventeen dollars relates to how many million dollars to do this project?"

Council discussion followed

On motion of Council Member Peart, seconded by Vice Mayor Borchard and carried by unanimous vote, the Council received the final report of the Water System Master Planning Public Education and Survey Project as prepared by Dr. Robert D. Kahn and set a public hearing for October 20 to solicit any additional public input.

**Council took a recess from 9:20 p.m. until 9:27 p.m.**

Mayor Losoya reconvened the Council meeting. He also moved to Item 16 – Discuss Youth Strategy Initiative.

YOUTH STRATEGY INITIATIVE:

Council Member Peart made a presentation on this issue. He said he was concerned about this issue and went out and did some searching of programs that are in place. One of them is with the Woodland School District – Healthy Start. He also went to the Yolo County Youth Services Task Force. This group has been in place for 4 years. He invited Elizabeth Zemmels, Superintendent of Schools to comment on this program.

Other persons who commented on Youth Strategy Initiative were: Gloria Valencia, Lydia, Zamudio, Cirenio Rodriguez, Michael Contreras, Sandy Briggs, Roy Lansburg and Linda Weesner, Superintendent of Woodland Joint Unified School District.

**On motion of Council Member Flory, seconded by Vice Mayor Borchard and carried by unanimous vote, the City Council extended the Council meeting from 10:25 p.m. until 11:00 p.m.**

Council discussion followed.

Council Member Peart clarified that he wanted to put the end to the Mayor's Youth Council and the Yolo County Youth Council. He feels that it is in place and feels that it is working. He would like to see the City work within those realms. He does not want to see it come back to the Council until six months from now.

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On motion of Council Member Peart, seconded by Vice Mayor Borchard and carried by unanimous vote, that the Council provide further input to the City Quality Team regarding direction and opinions about the City role in the strategic plan and the youth initiatives and the additional input is that the City Council will work with the Yolo County Youth Services Task Force and will encourage the Quality Team to look into all aspects of youth activities within the City and expand wherever they can.

Mayor Losoya asked the Council to go back to Item 14 – Selection of City Council representative for meeting with Yolo County Housing Authority.

Phillip Marler, Assistant City Manager asked Mayor Losoya if we could go to Item 17 (Adopt Res. On the Woodland Economic Renaissance Corporation) as there were people in the audience waiting for this item.

ADOPT RESOLUTION ON THE WOODLAND ECONOMIC RENAISSANCE CORPORATION:

Bryce Birkman, Executive Director was present to introduce his ideas about the Woodland Economic Renaissance Corporation.

On motion of Council Member Ryhal, seconded by Vice Mayor Borchard and carried by unanimous vote, the City Council adopted Resolution No. 4092 designating the Woodland Economic Renaissance Corporation as the lead agency in matters related to the recruitment and attraction of new business and industry to the City of Woodland.

SELECTION OF CITY COUNCIL REPRESENTATIVE FOR MEETING WITH YOLO COUNTY HOUSING AUTHORITY:

Council Member Ryhal volunteered to be the Council representative for the meeting with the Yolo County Housing Authority.

On motion of Vice Mayor Borchard, seconded by Council Member Peart and carried by unanimous vote that the City Council select Council Member Ryhal to attend a meeting with Yolo County Housing Authority to discuss soccer field issues.

**On motion of Council Member Ryhal, seconded and carried by unanimous vote, the City Council extended the Council meeting from 11:00 p.m. until 11:30 p.m.**

CITY MANAGER RECRUITMENT, SELECTION AND APPOINTMENT PROCESS:

Interim City Manager, Gerald Davis gave the City Council an update of the City Manager recruitment process.

Assistant City Manger Phillip Marler advised the City Council that Item 18 – approve reductions in Strengh Pond Landscaping Maintenance District budget and Item 19 – receive report

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on Dubach Park issues could be moved to the October 6<sup>th</sup> Council meeting without any impact if the Council desired to do so due to the time.

### REVIEW OF ADMINISTRATION CHAPTER OF CITY CODE:

Council Member Flory had recently attended a League of California Cities Executive Forum, and several cities have been going over their City Code especially in reference to the City Council and have been updating the Code. He felt that it was a good idea to appoint two Council Members to review the "Administration" Chapter of the City Code.

Mayor Losoya felt that this was a good idea and nominated Vice Mayor Borchard and Council Member Flory. Both agreed to serve.

On motion of Council Member Peart, seconded by Council Member Borchard and carried by unanimous vote that the City Council nominate Vice Mayor Borchard and Council Member Flory to review the Administrative Chapter of the City.

### GOALS AND OBJECTIVE SESSION:

Interim City Manager Gerald Davis said that a Goals and Objectives Session would fit right in with the Council's search for a new City Manager. He said he sees this as a good opportunity for the City. He suggested that it was crucial to set a date when all Council Members could meet.

On motion of Council Member Peart, seconded by Council Member Ryhal and carried by unanimous vote that the City Council directed the Interim City Manager to proceed with arranging a goals and objectives session utilizing Marilyn Snider as a facilitator for the morning of October 10, 1998 and not to spend more than \$2,500.

### FUTURE MEETING AGENDA ITEMS

Council Member Peart requested the SVOC item go on the October 20<sup>th</sup> agenda.

Council Member Flory requested that on October 20<sup>th</sup> the City Council review the Water Conservation Ordinance

### ADJOURNMENT:

At 11:17 p.m. the regular meeting was adjourned.

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Ana Gonzalez, Deputy City Clerk