

Council Chambers
300 First Street
Woodland, California

December 21, 1993

The Woodland City Council convened a special session at 6:45 p.m. and immediately adjourned to closed session in the Second Floor Conference Room of City Hall to discuss a labor relations matter and a personnel matter. Council Members present at the meeting were: Rominger, Sandy and Slaven; absent: Crescione, Flory. City Manager Kris Kristensen and Assistant City Manager Kristine O'Toole were also present at the meeting.

Council adjourned the closed session and the special session at 7:30 p.m.

The Woodland City Council met in regular session at 7:35 p.m. in the City Hall Council Chambers.

PLEDGE OF ALLEGIANCE:

Mayor Rominger opened the meeting and invited everyone present to join her in the pledge of allegiance to the Flag of the United States of America.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Rominger, Sandy, Slaven
Flory (arrived 7:47 p.m.)

COUNCIL MEMBERS ABSENT: Crescione

STAFF PRESENT: Kristensen, Ruggiero, Murphy, Barry, Nies, Wegener,
Buchanan, Spies, Bechthold, Smith, Quinn

CITY MANAGER ANNOUNCEMENT:

City Manager Kris Kristensen announced that the Council met in closed session from 6:45 p.m. until 7:30 p.m. to discuss a labor relations matter and a personnel matter permitted under the State Government Code. He said no Council action was taken at the meeting.

MINUTES:

On motion of Council Member Sandy, seconded Council Member Slaven and carried by unanimous vote, the City Council approved the minutes of the regular meeting of September 7, 1993, the adjourned meeting of October 26, 1993 and the adjourned meeting of November 9, 1993, as prepared.

COMMUNICATIONS:

1. From Finance Director Peter Woodruff a memo was received advising of claims covering payroll and accounts payable paid by the City for the month of November 1993. No Council action was necessary.
2. From Sandra Henderson a letter was received submitting her resignation from the City's Child Care Commission. The City Clerk advised that Council will address filling this vacancy at the January 4 meeting, and a letter of appreciation will be sent to her.

COMMITTEE REPORTS:

1. From City Manager Kris Kristensen a report was received transmitting the minutes of the Yolo County Transit Authority Board meeting of November 17, 1993. No Council action was necessary.
2. From Finance Director Peter Woodruff a report was received transmitting the minutes of the Yolo County Public Agency Risk Management Insurance Authority Board meeting of December 1, 1993. No Council action was necessary.
3. From Community Development Director Janet Ruggiero a report was received summarizing action taken at the Planning Commission meeting of December 2, 1993, as follows:
 - (1)Commission discussed the General Plan Update process and directed staff to work with the Chairperson on scheduling additional meeting dates for the Commission on the General Plan.
 - (2)Commission approved Tentative Parcel Map No. 4134 for a lot located at the southeast corner of First and Clover Streets. This map divided a 8,500 square foot lot, with two existing homes, into two lots. Commission approved variances for lot area, yard setbacks, and off-street parking requirements. The Commission also certified an NDEIR on this item.
 - (3)Commission approved a conditional use permit for Carlon at 1776 East Beamer Street that will allow for a three phase expansion of the plastic manufacturing facility. Commission also approved an NDEIR.
 - (4)Commission approved a conditional use permit for Pacific Grain Products at the northeast corner of East Main Street and Hanson Way. The conditional use permit is for a rice milling and cereal manufacturing plant. Commission also certified an NDEIR.
 - (5)Commission approved Tentative Map No. 4262 which divided a 4.5 acre parcel into five parcels at 1240-1242 Commerce Avenue. This property is partially developed. The Commission also certified an NDEIR on this

item.

(6) Commission requested information on the "hold harmless" indemnification clause which the City Attorney has advised staff to place on all projects.

4. From Director of Public Works Gary Wegener a report was received transmitting the minutes of the Traffic Safety Commission meeting of December 6, 1993. No Council action was necessary.

PUBLIC COMMENT:

Mayor Rominger thanked Steve Borchard for serving as camera operator for the meeting.

RESOLUTION NO. 3781 - PATTI SPIES:

On motion of Council Member Sandy, seconded by Council Member Slaven and carried by unanimous vote, the City Council adopted Resolution No. 3781, a resolution of appreciation honoring Patricia Spies, who will retire on December 31, 1993 with almost 24 years of service with the City Fire Department.

Mayor Rominger presented the resolution and a plaque to Ms. Spies.

BOOK FROM WOODLAND FIRE MUSTER ASSOCIATION:

Fire Captain Ken Bechthold presented a book to Mayor Rominger, entitled "American Fire Engines", from the Woodland Fire Muster Association. He reported that the City of Woodland's 1874 Clapp and Jones Steam Fire Engine is featured in the book.

Council Member David Flory arrived at the meeting at 7:47 p.m.

HEARING - TECHNICAL AMENDMENTS TO ZONING ORDINANCE:

Mayor Rominger announced that this time had been set for a hearing to consider technical amendments to the Zoning Ordinance.

Senior Planner Howard Nies said the proposed ordinance to make these amendments covers six areas: setbacks, lot coverage, accessory buildings, R-2 duplex zone uses, multi-family minimum density requirements and off-street parking requirements. The accessory building change would reduce the distance from accessory buildings and the main structure from ten to six feet. The change will give more flexibility in design. Secondly, accessory buildings cannot be beyond the side yard setback on corner lots. Thirdly, the ordinance provides for 30 percent building coverage for the accessory building for the entire rear yard, for example a garage or a tool shed. The second change is to allow two single family detached units on an R-2 duplex lot; currently

a duplex or a single unit is allowed on an R-2 lot. The third change with respect to the Housing Element will provide a minimum density of eight units to the acre to make better use of the land; this applies to multiple family zones. The fourth change will allow some flexibility in dealing with delivery service or drive-in type services within a shopping center. The parking requirement is reduced to give more flexibility for this type of use. The fifth change allows outlet shopping centers, bus depots and rental centers in the C-2 and C-3 zones. Lastly is the establishment of a minimum and maximum parking requirement for industrial and retail office uses, which is a follow-up from the Trip Reduction Ordinance.

Mayor Rominger opened the hearing, and there being no comments she closed the hearing.

Ordinance No. 1240:

On motion of Council Member Slaven, seconded by Council Member Sandy and carried by unanimous vote, the City Council introduced and read by title only Ordinance No. 1240, "An Ordinance Amending the Zoning Ordinance (No. 1024) of the City of Woodland Regarding Miscellaneous Changes."

TEMPORARY ADJOURNMENT OF COUNCIL MEETING:

Mayor Rominger temporarily adjourned the meeting of the Council at 7:49 p.m. in order to convene the meeting of the City of Woodland Redevelopment Agency Board of Directors. See Agency minutes attached to these Council minutes as Exhibit A. At 8:35 p.m. the Redevelopment Agency Board meeting was adjourned, and the Council meeting was reconvened.

REPORTS OF CITY MANAGER:

CONSENT CALENDAR:

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

TRENCH SHORING AND SHIELDING EQUIPMENT PURCHASE:

The City Council authorized the advertisement for bids and purchase of trench shoring and related trailer, and shielding equipment for use by the Utility Division of the Public Works Department.

COUNCIL CANDIDATE ORIENTATION:

The City Council set 7:00 p.m., Monday, January 24, 1994, for a Council

candidate orientation meeting in the City Hall Council Chambers.

REGULAR CALENDAR:

WALGREENS DEVELOPMENT REQUEST:

Community Development Director Janet Ruggiero said Walgreens has submitted a letter outlining some commitments they would like from the City regarding development of their project site (East Main Street east of I-5) for a distribution facility. She said staff does not feel any of the items in their letter pose any significant issues for the City. The request for expedited approval process is standard for the City. The deferral of fees until certificate of occupancy for industrial buildings is less of a problem. The City has enough controls because they cannot occupy the building until the fees are paid. Regarding fixed fee rates for development fees, she said staff did not anticipate the fees increasing very much within the next five years in the industrial area. Staff does not feel that fees in the industrial area are not a tremendous cost factor. Also reimbursement of road development fee if outside sources of funding for the County Road 102 interchange are granted is a reasonable request, and staff would recommend a five year limit for the reimbursement which would parallel the fixed rate for the fees. Staff will provide Walgreens with the amount of credit they will receive on the development fees for being a part of the East Main Street Assessment District. She said if the Council is willing to grant these requests staff suggests that a development agreement would be appropriate. Staff suggested that the City Council require the development agreement be prepared if Council agrees to the four requests. Staff also suggested that the City include in the agreement that Walgreens seek to employ Woodland residents as a priority in their recruitment, that the design and construction of their building be of such a quality to insure the beautification of the I-5 Corridor, and the landscaping of the site be enhanced and maintained.

Council Member Slaven and Mayor Rominger said they were pleased that Walgreens is considering locating a facility in Woodland.

On motion of Council Member Slaven, seconded by Council Member Sandy and carried by unanimous vote, the City Council authorized the preparation of a development agreement with Walgreens to incorporate their requests and the City's requests on development conditions.

Roger Rittinger, Director of Real Estate for Walgreens, said that his company is happy to become a part of the city and will accept the conditions approved by the Council. He said the City Attorney and Walgreens' attorney will work out the specific language that will be acceptable to both parties. He said they are working on locating a Walgreens retail outlet in Woodland

GUIDELINES FOR ISSUANCE OF ALCOHOLIC BEVERAGE PERMITS:

Parks and Recreation Director Tim Barry requested Council comments on proposed guidelines for the issuance of alcoholic beverage permits in City parks. He said an ordinance was passed in April 1993 requiring regulation of alcoholic beverages in City parks, and a \$2.00 permit fee was imposed. After some evaluation of the process there has been input by neighbors of Freeman Park regarding the fact that the ordinance is not regulating alcoholic beverage use at the park, permitted and non-permitted. He said they have worked with the Police Department to take care of the enforcement needs, but the Police Department would like more concrete guidelines. He reviewed four guidelines proposed. First is that the alcohol permit is good for one day only and that the permit shall not be valid for more than five hours on a given day and shall not to be valid before 12:00 noon and shall expire no later than 10:00 p.m. Secondly, an individual may take out no more than four permits in a given month; litter must be removed; and the permits shall not be transferrable. Thirdly is the definition of a "group" permit. A group permit shall be taken out no more than two times per month. Lastly, commission by any individual or group permittee of an act in violation of any law or ordinance or in conflict with these guidelines while in the use area would be subject to revocation of that permit or denial of permits in the future.

Council Member Slaven said he felt the permits should expire earlier than 10:00 p.m. He suggested an 8:00 p.m. curfew.

Police Chief said the 10:00 p.m. time was consistent with the 10:00 p.m. park curfew time, but he said the Police Department could enforce the 8:00 p.m. expiration time.

Mayor Rominger commended the Parks and Recreation Director and the Police Chief for the draft guidelines. She said she liked the 8:00 p.m. time.

Council concurred with the guidelines as drafted with the exception of changing the permit time from 12:00 noon to expire no later than 8:00 p.m. on that evening.

The City Manager said staff will keep the Council apprised as to how the guidelines are working.

WATER ASSOCIATION REPORT:

Mayor Rominger gave Council an update on the accomplishments of the Water Resources Association of Yolo County and requested Council approval of continuing the formation of the Association.

Vice Mayor Sandy inquired about the Coordinator position which the Association is looking to hire.

Mayor Rominger said the proposed salary for the Coordinator is \$26,000 per year with no benefits. She said over sixty applications and resumes were received, and a committee of representatives of each agency paper screened. The entire Association Board then interviewed four finalists. After background checks the Association is prepared to make an offer. To date most of the expenses have been postage and clerical assistance. The interim Coordinator Harry Walker took no salary whatsoever for his time. One of the priorities is to set up a full year's budget with expenses to each agency on an annual basis.

Vice Mayor Sandy said he did not recall the Woodland Council having any input on the creation of the position. He said he received comments regarding cutting City employee positions and at the same time creating this new position.

Mayor Rominger said the staffing was a part of the budget which the Council reviewed. She said the budget included funds for six months for the Coordinator position plus an administrative assistant. The Board of Directors of the Association decided on the specific salary.

Vice Mayor Sandy said the Council needs some type of mechanism for working those issues out.

Mayor Rominger said she has reported regularly to Council with agendas from the Association meetings.

Council Member Flory said his concern was that he did not know anything about the Coordinator position until he received a call that there was an ad in the newspaper. He said his recollection on previous Council discussions was that there were mixed feelings, and several Council Members were concerned about actually funding a permanent position.

Mayor Rominger said she understood the concerns, and she will convey them to the Association Board to the best of her ability. She said that all of the member agencies are concerned about the costs of the Association.

Council Members Flory, Sandy and Slaven gave support to Mayor Rominger continuing to represent the City on the Water Association of Yolo County Board.

BID CALL FOR DIAMOND LUMBER BUILDING REMODEL:

Parks and Recreation Director Tim Barry said concerns were expressed at the August 3 meeting regarding plans and cost estimates for remodeling the proposed Parks and Recreation Department Offices at the Diamond Lumber building (1022 Main Street). He said staff met with the architect to incorporate Council's concerns on the design of the building space. He then updated the

Council on the changes. He also outlined the updated cost estimates. The alternates changed to include installation of five 4' x 4' windows (Alternate No. 1) and construction of a staff room (Alternate No. 2). He said the alternates would be done only if the bids come in low enough to allow for the alternates. A plan for parking lot landscaping and striping is currently being developed.

Vice Mayor Sandy said this issue has been discussed for quite some time, and he said staff and the Parks and Recreation Commission have been diligent in scaling down the costs. He said he supports the plan.

Mayor Rominger asked for review of the funding sources.

The Parks and Recreation Director said \$92,000 has been budgeted for several years in the Capital Budget under Capital Outlay Fund 02. Also the General Fund under Program 420 contains \$25,500 for the remodel. He said \$22,000 has been carried over from year to year for telephone system costs, and the Council approved City-wide telephone system improvements. Those costs are actually built into that system wide improvement cost, so there is a savings which can be put into the project. Secondly is the furniture cost estimate of \$3,500.

On motion of Council Member Sandy, seconded by Council Member Slaven and carried by unanimous vote, the City Council authorized staff to call for bids for the remodeling of the Diamond Building for use as offices for the Parks and Recreation Department in an amount not to exceed \$92,000.

Responding to a question from Mayor Rominger, the Parks and Recreation Director said the bid proposals will contain a base bid and separate costs for Alternate Nos. 1 and 2.

REVISED PARKING ENFORCEMENT PROCEDURES AND FEES:

Police Chief Russ Smith said that AB 408 has decriminalized parking violations, and as a result of that the issuing agency will take over the administrative review process of those violations that are appealed. Staff recommends that Council adopt an urgency ordinance and a resolution setting the fines and penalties. He said the new process requires a person requesting an administrative review hearing to deposit funds with the Finance Department. If the defendant is found not liable the money would be refunded. A volunteer Traffic Safety Commissioner would be the hearing officer.

On motion of Council Member Sandy, seconded by Council Member Slaven and carried by the following roll call vote, the City Council adopted and read by title only Ordinance No. 1241, "An urgency Ordinance of the City Council of the City of Woodland Repealing Section 14-3-13 of the Municipal Code Relating to Parking Fines and Enacting Sections 14-3-13 and 14-3-14 Adopting a Parking Administrative Adjudication Process Manual," and adopted Resolution No. 3782,

"Resolution to Amend Parking Fine Penalties and Comply with AB 408 and AB 780":

AYES: COUNCIL MEMBERS: Flory, Sandy, Slaven, Rominger
 NOES: COUNCIL MEMBERS: None
 ABSENT: COUNCIL MEMBERS: Crescione

MEMORANDUM OF AGREEMENT FOR HOTEL WOODLAND:

Council Member Flory left the Council meeting at 9:25 p.m. declaring a conflict of interest regarding the Hotel Woodland agenda item.

The City Manager said the Council is asking Council approval of an agreement with the California State Historic Preservation Officer, Community Housing Opportunities Corporation (CHOC) and the City of Woodland to make sure that renovation work that is done using either Redevelopment Agency, City or CHOC/Engstrom money will be compatible with the historic nature of the Hotel building.

On motion of Council Member Sandy, seconded by Council Member Slaven, and carried by the following vote, the City Council authorized the City Manager to sign "Memorandum of Agreement by and among the Advisory Council on Historic Preservation, the City of Woodland, and the California State Historic Preservation Officer, regarding the Rehabilitation of the Hotel Woodland, 426 Main Street, Woodland, California":

AYES: COUNCIL MEMBERS: Sandy, Slaven, Rominger
 NOES: COUNCIL MEMBERS: None
 ABSENT: COUNCIL MEMBERS: Crescione
 ABSTAINED: COUNCIL MEMBERS: Flory

Council Member Flory returned to the Council meeting at 9:26 p.m.

YOLO SOLANO AIR QUALITY MAINTENANCE DISTRICT BOARD:

City Manager Kris Kristensen said AB 75 was approved this year which provides that on or after July 1, 1994 the membership of the Governing Board of local air districts needs to have City representation. He said the League of California Cities submitted a memo about how that process can occur. He said there are different types of air quality districts throughout the State, but ours happens to be a dual county district. Yolo Solano Air Quality Maintenance District includes all of Yolo County and portions of Solano County. The cities in both counties have to come together with a proposal that the group can submit to the current air district board which consists of the Board of Supervisors of both Yolo County and Solano County for determining city representation. He said the Mayors of the Cities of Yolo County, together with the Mayor of the City of Dixon, will meet

on January 10, 1994 to discuss development of a proposal.

Council Member Flory said since the City of Woodland initiated the city representation concept, he felt the City should submit a request for a City of Woodland representative.

The City Manager said the representation will be on a rotation basis. He said the Board currently has ten members, and there will be attempts to keep the size appropriate.

1994 COMMUNITY SERVICE AWARD NOMINATING COMMITTEE:

The City Manager said at the last Council meeting Council discussed the appointment of the 1994 Community Service Award Nominating Committee, and Council agreed to the appointment of the Mayor, two previous recipients, and one representative appointed by each of the other four Council Members. He reported that Council Member Crescione prior to the meeting gave him the name of Marsha Scofield as a Nominating Committee Member. Council Member Flory submitted the name of Don Wells; Council Member Slaven submitted the name of Al Lucero; and Vice Mayor Sandy submitted the name of Marilyn Davis.

On motion of Council Member Flory, seconded by Council Member Sandy and carried by unanimous vote, the City Council appointed Ted Gregg, Mike Davis, Mayor Elaine Rominger, Don Wells, Al Lucero, Marilyn Davis and Marsha Scofield to the 1994 Community Service Award Nominating Committee.

COMMISSION ON AGING JOINT MEETING:

On motion of Council Member Sandy, seconded by Council Member Flory and carried by unanimous vote, the City Council set a joint meeting with the Commission on Aging for February 22, 1994, 7:00 p.m.

BOARD AND COMMISSION REAPPOINTMENTS:

On motion of Council Member Sandy, seconded by Council Member Slaven and carried by unanimous vote, the City Council reappointed the following persons for four-year terms ending December 31, 1997, except for Library Board which shall be a three-year term ending December 31, 1996:

Board of Building Appeals: Peter Cook

Child Care Commission: Debbie Peterson
Nancy Schou-Phibbs

Commission on Aging: Linda Scheuerman

Library Board: Susan Eager

Parks and Recreation

Commission: Thomas Stoffregen

Personnel Board: Debra Carlson

Planning Commission: Antonio Fernandez

ORDINANCE NO. 1239 - AMENDING POWERS/DUTIES OF CERTAIN COMMISSIONS:

On motion of Council Member Flory, seconded by Council Member Slaven and carried by unanimous roll call vote, the City Council adopted and read by title only, Ordinance No. 1239 amending the powers and duties of the Child Care Commission, Commission on Aging and Parks and Recreation Commission:

AYES: COUNCIL MEMBERS: Flory, Sandy, Slaven, Rominger

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: Crescione

ADJOURNMENT:

At 9:45 p.m. the meeting was adjourned.

City Clerk of the City of Woodland