

MINUTES

CITY COUNCIL-REGULAR SESSION

MARCH 4, 2008

6:00 P.M.

CALL TO ORDER

At 6:02 P.M. Mayor Flory called the regular meeting of the Council to order.

PLEDGE OF ALLEGIANCE

Mayor Flory invited all in attendance to join in the Pledge of Allegiance led by Redevelopment Manager Cynthia Shallit.

ROLL CALL

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

COUNCIL MEMBER ABSENT: None

STAFF MEMBERS PRESENT: Mark Deven, Sue Vannucci, Dick Donnelly, Deanna Huntley, Greg Meyer, Loida Osoteo, Kent Perkes, Cynthia Shallit, Barry Munowitch, Dan Gentry, Mark Hierholzer, Tod Reddish, Cynthia Norris, Liz Houck, Ann Siprelle, Amber D'Amato, Mark Cocke, Robert Thomas, Susan Stewart

WRITTEN COMMUNICATIONS

Council received notice from Pacific Gas and Electric regarding application to increase electric rates to recover increased procurement costs.

Council received notice of a person-to-person transfer of an off-sale beer and wine license for I-5 Food and Gas, 2020 East Main Street.

Council received notice of a person-to-person transfer and a premise-to-premise transfer of an off-sale beer and wine license for WalMart, 1720 East Main Street.



COMMITTEE REPORTS

Council received the minutes of the Library Board of Trustees meeting of January 28, 2008.

COUNCIL/STAFF STATEMENTS AND REQUESTS

Vice Mayor Davies said on February 27, 2008 he and Council Member Marble attended the Chamber of Commerce Water Committee meeting and received a report from Engineer Baxter. He and Mayor Flory attended the retirement function for Lonnie Wunder, the Yolo County Fair Manager. Last weekend he attended the California Parks and Recreation Society Awards Banquet. Woodland Community College is undergoing its accreditation.

Council Member Pimentel said the agenda includes the 11th rate increase from P. G. and E. since November of 2006. He invited the entire community to attend the Wake the Dead Play which occurs on Saturday, March 15, 2008 in the Woodland Public Library at 6:30 p.m. Tickets are \$35.

Council Member Monroe asked the Council to add to a future Agenda the permit fee for installing solar panels on a home and the process for an A-frame sign. The sign Ordinance is good but needs to discuss the process the applicants must go through. He asked for an update on the park at Spring Lake. Thursday, February 6, 2008, is the Women's History Month luncheon at the Community Center.

Council concurred to ask staff to develop a report on Council Member Monroe's issues and have the Council discuss the items at a future Council meeting.

Council Member Marble said he, Vice Mayor Davies and City Manager Deven attended a 2x2 with the Chamber of Commerce. He would like Council to concur to add to a future meeting an update from Borcalli Associates on Flood Safe Yolo and how the flood protection process is working in terms of Cache Creek.

Mayor Flory said he, Vice Mayor Davies and City Manager Deven attended a 2x2 with Supervisors Matt Rexroad and Duane Chamberlin, and County CAO Jensen to discuss annexation, planning, collaboration with the County, and the future of the County Fair.

PRESENTATIONS

"AWARD OF EXCELLENCE" - COMMUNITY AND SENIOR CENTER

Director Gentry said each year the California Park and Recreation Society recognizes cities and counties in the Western United States, including Utah,



Arizona, Hawaii, Nevada and California. This year the City of Woodland was the recipient of the Award of Excellence for the Woodland Community and Senior Center. Vice Mayor Davies and City Manager Deven received the award.

HISTORICAL PRESERVATION COMMISSION ANNUAL REPORT

Margaret Vicars, former Finance Director and Chairperson of the Historical Preservation Commission, presented the Commission's annual report. The Commission had a busy year with the Walking Tour Booklet update and the Beamer-Motroni Historic District. In 2008 the Commission hopes to complete its work for the certified local government program through the State which will allow the City to apply for grants. Part of that work will be an update of the historic preservation section of the City Code. In April the Commission will be concentrating on that update. There are now has three new members appointed to the Commission. Downtown businesses have come forward in the past several months for exterior alteration projects, and in the upcoming year the Commission will be working on its historic home awards and the presentations for businesses.

Council Member Pimentel asked how a neighborhood is nominated for the historic district award.

Commissioner Vicars said the historic district designation is a three year process. With respect to the Beamer-Motroni District, the Commission researched the houses in the area to determine which were part of the original Beamer-Motroni District and met with the neighbors.

CONSENT CALENDAR

On a motion by Vice Mayor Davies, seconded by Council Member Pimentel and carried unanimously, Council approved adding an emergency item to the Consent Calendar which is an application to recover some of the City's Office of Emergency Services expenditures for the January storm.

On a motion by Council Member Marble, seconded by Council Member Monroe and carried unanimously, 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.

MONTHLY STATUS REPORT-PARKS AND RECREATION

Council received the monthly status report from Parks and Recreation.

MONTHLY STATUS AND CAPITAL BUDGET EXECUTION REPORTS

Council received the Public Works Monthly Status Report and Capital Budget Execution Report.

PROJECT 07-42 - 2008 ROAD MAINTENANCE

Council approved the plans and specifications for the 2008 Road Maintenance, Project No. 07-42 and authorized bid advertisement.

COMPLETION OF SUBDIVISION 4765, HERITAGE PARK UNIT 1B

Council accepted the in-track public improvements constructed for Subdivision No. 4765, Heritage Park Unit 1B and authorized the City Clerk to file a Notice of Completion.

PURCHASE OF CRANE TRUCK

Council authorized the purchase of a new 5-ton crane truck for a cost not to exceed \$136,167 for use at both the Spring Lake Sewer Lift Station and the Water Pollution Control Facility.

ON-CALL INSPECTION SERVICES CONTRACT - PARKS LANDSCAPING

Council authorized the City Manager to execute Professional Services Agreements with Salaber Associates, Inc. and Callander Associates to perform on-call landscape inspection services as described in the Request for Qualifications.

RESOLUTION 4897 - TO CORRECT SCHEDULE OF SERVICES FOR WATER AND SEWER USAGE

Council adopted Resolution 4897, modifying the schedule of services for water and sewer usage by adding the indexing factor based on the Consumer Price Index and commencing one year after the end of each of the respective, phased-in rate increases, use the previous year's Consumer Price Index change to adjust the rates for inflation.



RESOLUTION 4898 - PROPOSITIONS 40 AND 84 TREE INVENTORY GRANT

Council adopted Resolution 4898 approving the filing of an application for Propositions 40 and 84 Tree Inventory Grant program funds; appointed the Parks and Recreation Department to negotiate, execute and submit all documents for the Tree Inventory Grant and conduct all grant administration tasks; approved the Project Programming Summary Sheet for the tree inventory project.

DEMOLITION - DUBACH PARK FACILITIES

Mayor Flory asked that staff bring back Council a report regarding demolition of Dubach Park.

Council Member Pimentel has a problem with the City spending \$100,000 to demolish Dubach Park when the Council had previously stated that the City would not spend a dollar on Dubach Park.

Parks and Recreation Director Dan Gentry said in order to abandon Dubach Park, the City needs to remove all of the improvements otherwise it becomes a nuisance for the community and a liability for the City. With Dubach Park sitting idle until the improvements are removed, there is a cost of about \$10,000 per month to keep the park in status quo. It is a good investment to remove the items from the Park and make the transformation into the storm water detention basin. There is a cost of pumping the ground water, and if the City stops pumping, the water level will raise two to four feet and the improvements will be under water. The cost includes electricity for pumping and cost of the pipe rented to pump the water out which is about \$5,000 per month. The Storm Drain Master Plan includes moving the facility into the storm drain system.

Mayor Flory said at one time the Council approved maintaining the Park with the pumping of water and the City still spends the \$100,000 even if nothing is done with the land to keep the water out.

Vice Mayor Davies said black top has to be removed, bleachers, cement pillars, the light poles and bases. Some of that material will be used in other parks. Removal of the improvements has not gone to bid yet, so Council will have an opportunity to see what the real costs are at that time.

Council approved the Mid Year addition of the Dubach Park Demolition to the Fiscal Year 2007-08 Capital Budget at an estimated cost of \$99,000 based on the Project Programming Summary Sheet.



RESOLUTION 4900 - APPLICATION TO RECOVER FUNDS FROM JANUARY 2008 STORM

Council adopted Resolution 4900 designating City of Woodland's Agents City Manager Mark Deven, Finance Director Joan Drayton or Assistant Finance Director Amber D'Amato to recover funds used to attend to damages suffered during the January 2008 storms.

REPORTS OF THE CITY MANAGER

NOMINEES-COMMUNITY SERVICE AWARDS

Mayor Flory said the 2008 Community Service Awards Nominating Committee met to review the nominees. The Committee discussed a special award for the Woodland Elks Club because they contribute a minimum of \$30,000 per year for youth and non-profits in the community and sponsoring meals at the Elks Club. The nominees are Short Parker, Jim Lindberg, and Neal Peart.

On a motion by Council Member Monroe, seconded by Council Member Marble and carried unanimously, Council approved recipients for the City of Woodland's 2008 Community Service Awards, Short Parker, Jim Lindberg and Neal Peart, and approved a special award to the Woodland Elks Club.

STATUS REPORT - COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Redevelopment Manager Shallit gave a brief report on the accomplishments of the Community Development Block Grant Program. The Federal government conducted a three-day audit last spring on the City's 2004, 2005 and 2006 fiscal year files and found some items the City should correct. One issue was cleaning up the files for those years to make sure there was enough file documentation to insure regulations had been achieved. Those files have been cleaned up, including the environmental reviews and the check lists. The Federal representatives said throughout the audit report the problems were attributed to lack of staff and turnover of staff in the City. Staff had thought the City did not have adequate funding for housing rehabilitation loans which are typically for elderly people to correct code enforcement and code violations. Following a review of the revenue, the City was able to grant other loans. Staff scrutinized where the money was coming and going, where it was allocated and where it was not being spent. In several cases projects were just stalled and nothing was being done. As a result, last year 23 projects were completed and the City was able to increase the amount of money for projects this year to \$836,000. Last year there was about \$231,000 available to allocate to new projects. The City received about double the amount of requests for funding. There will be a meeting on Wednesday to talk about those results and staff will



be making recommendations for Council review and approval. The City received an entitlement from HUD in the amount of \$570,443, and the maximum the City can use for administrative costs is 20 percent of the entitlement, which is \$114,088. Fifteen percent can be used for public services which is \$85,566 and includes expenditures for the Food Bank and the Homeless Shelter. Should the City reduce the amount paid for administrative services, those funds cannot be used for public services. The remainder can be used for public facilities, which is construction, and any carry-over money can be used.

Mayor Flory said Council historically has not allocated any of the 20 percent administrative funding. Should Council not allocate from the 20 percent for public facilities, the money will come from the General Fund.

Council Member Marble said if the administrative cost can be reduced, the City cannot give it back to any public services. Housing and Urban Development limits the administrative cost so the City cannot give the administrative funding to Food Bank or Wayfarer Center.

Manager Shallit said the caps can be raised somewhat. For administrative services 20 percent is the maximum of entitlement, but the City can add in 20 percent of expected program income. Any loan payments are part of program income, and the City can take 20 percent of that income and add it to the administrative services cap legally. In fiscal year 2008-09 it is anticipated the cap will be \$8,000, and the City could spend \$122,000 on administrative services next year. Public services can be raised as well which considers 15 percent of program income previously received in 2007-08. Because the City has done its due diligence on collecting delinquent loans, the City can add \$18,621 to the public services cap. The remainder can go into construction.

Manager Shallit said administrative costs were established and staff will have those figures when Council takes action on the HUD Action Plan.

Council Member Pimentel said the League of California Cities stated some cities question the worth of accepting CDBG dollars because of the significant amount of staff time involved. Even though the staff time is costly, it is worth the expense because there are some really good projects and supports the 20 percent for administrative services.

Council Member Marble supports the administrative fee costs with the pressing need in the General Fund to cure a very large deficit and the public services aspect of HUD funding.

On a motion by Council Member Pimentel, seconded by Council Member Marble and carried unanimously, Council approved increasing the amount of



funds available for program administration of the Community Development Block Grant program from 15 percent to 20 percent as part of the Fiscal Year 2008-09 Budget.

RESOLUTION 4899-BEAMER/MOTRONI HONORARY NEIGHBORHOOD DISTRICT DESIGNATION

On a motion by Council Member Pimentel, seconded by Vice Mayor Davies and carried unanimously, Council adopted Resolution 4899 designating the Beamer-Motroni neighborhood as an Honorary Neighborhood District.

ADJOURNMENT

At 6:45 p.m., Mayor Flory adjourned the regular meeting of the Council.

Respectfully submitted,

Sue Vannucci, City Clerk

Transcribed by: Jean Kristensen, Deputy City Clerk

Approved by Council: July 7, 2009