

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

January 7, 2003

**WOODLAND CITY COUNCIL**  
**SPECIAL/CLOSED SESSION**  
**SECOND FLOOR CONFERENCE ROOM**  
**CITY HALL**

**5:30 P.M.**

**CLOSED SESSION**

Council met in Closed Session at 5:33 p.m. to hold a Public Employee Performance Evaluation, City Attorney, Pursuant to Section 54957. Present at this session were Mayor Flory, Vice Mayor Rexroad, Council Members Dote, Monroe (arrived at 5:36 p.m.) and Peart, City Manager Kirkwood and Assistant City Manager Marler.

**WOODLAND CITY COUNCIL**  
**REGULAR MEETING**

**7:00 P.M.**

Mayor Flory announced that City Council and had met in Closed Session to hold a Public Employee Evaluation for the City Attorney. Discussion will continue regarding this issue following regular session.

**CALL TO ORDER**

Mayor Flory called the Regular meeting of the City Council order at 7:17 p.m.

**PLEDGE OF ALLEGIANCE**

Mayor Flory invited all in attendance to join in the Pledge of Allegiance led by Council Member Monroe.



## ROLL CALL

COUNCIL MEMBERS PRESENT: David Flory, Matt Rexroad, Martie Dote, Jeff Monroe, Neal Peart

COUNCIL MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Richard Kirkwood, Phil Marler, Karl Diekman, Jeff Mitchell, George Bierwirth, Sue Vannucci, Michael Graham, Andy Pugno, Mark Brooks, Ernie Fatta, Dan Gentry, David Loth, Rich Thomas, David Turk, Kent Wickstrom, Gary Wegener

ALSO PRESENT: Contract Engineer Nick Ponticello

## PUBLIC COMMENT

Beverly DA'oust indicated she had contacted the City regarding a plumbing problem at her residence. The City had investigated and advised her the problem was in the lines from her home to the City hookup. She contacted a plumber who quoted an extensive repair price. The City then returned and cleaned the lines on her property which alleviated the problem. She is of the opinion the City should have taken care of the problem in advance thus not causing her to contact the plumber. Public Works Director Wegener will discuss this issue with Ms. DA'oust.

Tanya McKay of the Parks, Recreation and Community Services Commission and Chairperson of the Woodland Recreation Foundation announced a Crab Feed fund raiser for the Foundation on January 11, 2003 and encouraged Council, staff and citizens to attend.

## COUNCIL/STAFF STATEMENTS AND REQUESTS

Council Member Peart indicated the Woodland Professional Firefighters' Association had worked in conjunction with the local WalMart to provide bicycles to families in need at Christmas time. He asked for Council consensus to provide a letter of appreciation to the Association for their efforts on this project. Council concurred.



## REPORTS OF THE CITY MANAGER

### FIRE FINANCING ALTERNATIVES

Fire Chief Diekman indicated Council had adopted the Fire Department Organizational Assessment and Master Plan with a series of goals attached. The funding of these goals has been addressed by Department Staff, the City Manager, Finance Department Staff and a Council Sub-Committee to determine funding strategy. The financial shortfalls in operations, facilities, and equipment, and vehicle replacement were the primary targets. A Request for Qualifications for Revenue Consulting Services netted the proposal of MuniFinancial as that best to suit the needs of the study.

Brian Jewett and Mike McNamara of MuniFinancial indicated the Department has a combined annual and one-time funding gap of \$9.77 million. The total annual cost including Operations and Maintenance, Debt Service for the one-time capital and vehicle needs and assessment administration is \$2,959,000 annually. The Department responds to over 4,300 calls annually with a staffing level of that in the 1980's. Influences from the outside have impacted service to citizens and the safety of Firefighters. The study identifies a method to enhance the levels of service to the community. Options studied were: Fire Suppression Assessment District, General Obligation Bonds, Certificates of Participation, Utility Users' Tax Renewal, Community Facilities District. The Fire Assessment District was selected as the most desirable method as it provides a flexible funding source. Voters would receive mailed notices and ballots which are weighed by assessment amount. A simple majority is required for approval. The assessment is based on a specific benefit property determined by land use. Undeveloped parcels equate to 1.0 Equivalent Benefit Unit (EBU), developed residential parcels, 1.1566, and undeveloped non-residential parcels, 1.2524. The benefit unit is defined as that time to respond, clear and investigate the incident, factoring in the Insurance Services Organization ratings, which are in jeopardy with decreased levels of service at present, and insurance premiums. Total annual assessments would range between \$189.84 to \$237.76. The proposed steps are for Council to provide direction on obtaining approval for an Assessment District, proceed with a survey of property owners, return to Council in February 2003 and conduct community outreach efforts.

Fire Engineer Fatta, President of the Woodland Professional Firefighters' Association, indicated the Master Plan adopted in 2001 is fully supported by the Firefighters. They are willing to work with Council in an effort to move ahead with this funding option. Council Member Peart asked if this would help the ISO rating and Chief Diekman indicated it would not degrade the current rating further. Council Member Monroe asked about the current response time is averaging six minutes. With the Plan, the time should return to the goal of four minutes. Vice Mayor Rexroad asked if this proposal will solve the problem and



Chief Diekman said this will be a full implementation measure. The General Plan indicates a four minute response time as an average requirement and sending at least one unit to every service request. The National standard, if followed, would bring our staff level of 36 to at least 50 members. There have been many policies put into place which have affected the level of service, the two in/two out, National Fire Protection Association 1700 and 1500 standards in relation to Firefighter safety.

City Manager Kirkwood indicated that Council Members Dote and Peart had assisted with the study on the Council Sub-Committee. The call level continues to rise. It is crucial the public provide input on this issue. The overtime in the Department is becoming critical. This will raise the public awareness of the need to have staff available to respond to citizen needs. Vice Mayor Rexroad asked if we are allocating our resources properly. City Manager Kirkwood said we have Police and Fire as the two primary resources. We do not have the available funds in the General Fund to adequately provide those services. To add personnel and services it must be done in as a "block" addition. To take funds from other Departments the levels of service in those Departments will then fall below acceptable.

Council Member Peart said we need to catch up as this has not been adequately addressed in past years. We are asking more of Departments. If services are designed by citizens they must pay for them. Council Member Monroe said public safety is the City priority. The Fire Department impacts the safety to a high degree. We need to get a great deal of information out to the public to help them understand the importance of this Assessment District. Mayor Flory said the cuts that will be forthcoming an Assessment District is not approved should be clearly shown. Council Member Dote said there are other services the citizens expect. It is very important to provide information on which services will be eliminated or reduced. The staff is very supportive of this and that speaks very well to the need.

Vice Mayor Rexroad has an issue with using public funds to do a survey of this type. We should provide information and let the citizens vote on what services they want, then restructure City government to provide those services. Council Member Monroe said if citizens do not want to spend any more money on the City, it must be said that public safety is still the priority. Mayor Flory wants the City Manager to identify those specific areas where cuts would be made. Vice Mayor Rexroad said areas of need should be addressed by the citizens now and the public should make the decisions on what services they want. Mayor Flory said the concern expressed by the Vice Mayor appears to be we are spending public money to determine who might support an Assessment District and then will use that information for the campaign. Council Member



Dote feels this would be a scientific sample. Mr. Jewett said the survey will be of the property owners who are the voters in the District. The survey would determine what the traffic will bear and at what level. They also want to bring forth the hot issues and how citizens feel about services received from the City. This is a statistically valid sample. Property owners can be confused by the ballot and the communication outreach can be more expansive than the ballot will allow. Mr. McNamara said the workshop scheduled for February 25, 2003 would outline the information to assist in making a decision. This is information versus advocacy and how the dissemination of the information is crucial. Informing the voters of the facts should they vote "yes" or "no" will be provided. The scientific sampling would be more objective.

Vice Mayor Rexroad said the ballot should provide information for citizens to choose what level of service they desire. Mayor Flory said we must identify what government will be like if this does not pass. Council Member Dote said we are talking about two different electorates, the property owners, whether they are in or out of the City, and those renters who utilize other services in the City. Mr. McNamara said if the City does not go with an Assessment District, there are other funding mechanisms that go to the entire electorate.

On a motion by Council Member Peart, seconded by Council Member Dote and carried, the Council accepted the consultant report and directed Staff to proceed with recommended next steps.

Vice Mayor Rexroad reiterated that he feels the City should be restructured at this time. Council Member Monroe would like to see what programs will suffer if this does not pass and what programs must be cut. City Manager Kirkwood said this is a two prong approach. Capital facilities and equipment are one time expenses, but we are considering taking operating funds. We must have operational dollars and capital dollars. Mayor Flory said we need both funding. The City Manager needs to identify where those cuts must be made. Council Member Monroe said we do not have adequate staff at this time and cannot afford to cut personnel. Council concurred that staff should begin to look at the future of the budget should this assessment fail. Council Member Peart feels the City will be faced with many of these types of decisions. There will be a need for some reorganization. We must support this proposal if we can keep the level of service at least at present levels or ideally, at a better level of service with the State budget deficit facing the City. The Council will then need to identify those levels of service which will be set should the assessment not pass.

On the call for motion, Vice Mayor Rexroad voted to the negative.



**Council recessed from 8:32 to 8:45.**

NEIGHBORHOOD ENHANCEMENT PROGRAM

Interim Community Development Director Phil Marler said the Neighborhood Enhancement Program (NEP) was developed to minimize Code Compliance and Code Enforcement in an attempt to resolve issues voluntarily prior to the Code Enforcement stage. Chief Building Official Graham said the NEP is a new format to the City processes. It is a more compatible method of Code Enforcement. The involved property owners are assisted in alleviating problems prior to moving to the enforcement stage. The purpose is to maintain a cooperative atmosphere.

CITY ATTORNEY APPOINTMENT

This item was moved to Closed Session scheduled to follow the Regular Session.

BOARD AND COMMISSION MEMBERS

On a motion by Council Member Monroe, seconded by Council Member Dote and carried by unanimous vote, Council reappointed, appointed and accepted resignations of the following Board and Commission Members as indicated:

Reappointments

David Thompson	Board of Building Appeals	12/31/06
Regan Overholt	Commission on Aging	12/31/06
William Butler	Historical Pres. Comm.	12/31/06
John McMahan	Historical Pres. Comm.	12/31/06
Donna Slattery	Personnel Board	12/31/06
Patricia Murray	Planning Commission	12/31/06
Dennis O'Bryant	Planning Commission	12/31/06
Myriam Gonzalez	Redevelopment Com.	12/31/06
Edward Shelley	Traffic Commission	12/31-06
Angela Dennie	Tree Commission	12/31/06

Appointment

Meta Bunse	Historical Pres. Comm.	12/31/05
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Resignations

Hays Fisher	Commission on Aging	12/31/02
James Furlong	Historical Pres. Comm.	12/31/02
Christopher Almeida	Library Board of Trustees	12/31/02
Douglas Baxter	Traffic Safety Commission	12/31/02
Robert Fischer	Traffic Safety Commission	12/31/03

DISASTER PREPARATION EFFORTS

Fire Chief Diekman said current City Code requires an Emergency Plan. That Plan has not been updated since its initial development. With the events in 2001, it is necessary to update this Plan to more adequately address the types of events which may affect the City in the future, specifically that of Weapons of Mass Destruction (WMD). A drill will be conducted to test the recommended changes to the Plan.

Fire Engineer Brooks indicated a Task Force had been gathered to address the City Plan and WMD. This Task Force addressed the issues to be incorporated into a revised plan and presented Findings. These Findings included the need for protective clothing and equipment for all personnel, protective equipment in City vehicles and operating equipment. Associated costs were identified. Additional needs are those of training, Plan development, City-wide Risk Assessment, and the need for a Disaster Preparedness Coordinator. This Coordinator will assure that planning and preparedness continue, be responsible for training, provision of changes and updates to the Emergency Plan. Another primary responsibility of this Coordinator would be to handle all disaster planning. The Task Force provided methods for funding the recommendations through the attainment of grants.

Council Member Monroe said the City must be prepared due to proximity to the State Capitol. Chief Diekman said the City Code directs the City Manager to be the Disaster Coordinator for the City, however one of the Chiefs generally assume part of the duty. Council Member Monroe asked who would be doing the training and Chief Diekman indicated the Fire Department would be responsible and accountable for the training. City Manager Kirkwood said the training received by staff through the Federal Emergency Management Agency is very similar. When a disaster does happen, the City does know how to proceed. In contrast to the day-to-day operation, when an disaster does appear, the Emergency Operations Command changes. Council Member Peart asked that the mapping for P. G. and E lines, etc., be put into place and Engineer Brooks indicated that was one of the recommendations of the Task Force.



On a motion by Mayor Flory, seconded by Council Member Rexroad and carried unanimously, Council directed staff to continue Disaster Preparedness efforts as outlined with specific focus on Weapons of Mass Destruction issues.

## CONSENT

On a motion by Council Member Monroe, seconded by Council Member Dote and carried unanimously, Council approved the following Consent Calendar items as presented:

### MONTHLY STATUS REPORT – COMMUNITY DEVELOPMENT

Council received the Monthly Status Report for December 2002 for Community Development.

### MONTHLY STATUS REPORT – PARKS, RECREATION AND COMMUNITY SERVICES

Council received the Monthly Status Report for December 2002 for Parks, Recreation and Community Services.

### MONTHLY STATUS AND CAPITAL BUDGET IMPLEMENTATION REPORTS – PUBLIC WORKS

Council received the Monthly Status and Capital Budget Implementation Reports for December 2002 for Public Works.

### VEHICLE ALLOWANCE NUMBERS FOR ANTIQUE FIRE APPARATUS

Council authorized establishment of a unique category and nine fleet allowance numbers for the Antique Fire Apparatus within the City of Woodland Fleet.

### PROJECT PROGRAMMING SUMMARY SHEET FOR PROJECT 02-01, 2003 COLLECTOR STREET REHABILITATION AND PROJECT 02-03, 2003 BEAMER PARK ROAD RECONSTRUCTION

Council approved the revised Project Programming Summary Sheets for Project 02-01, 2003 Collector Rehabilitation and Project 02-03, 2003 Beamer





Park Road Reconstruction totaling \$2,207,000. Council also authorized an additional \$447,000 be added to the current year budget for these projects.

#### BIKEWAY MASTER PLAN

Vice Mayor Rexroad indicated this item had been pulled from the Agenda at the December 3, 2002 meeting for further clarification. He had met with appropriate staff and his concerns had been clarified.

Council found that the 2002 Bicycle Transportation Plan (BTP) update is categorically exempt under Section 15304 of the California Environmental Quality Act as a Class 4 exemption with minor alterations to the land; adopted and authorized the 2002 BTP as the continuing document for implementation of the Goals and Policies in the Non-Motorized Transportation section of the 2002 General Plan Update and; requested staff to make regional bicycle projects the highest priority for grant funding.

#### HALIBURTON PROPERTY TRANSFER AT INTERSTATE 5 AND COUNTY ROAD 102 (CALTRANS)

Council received information on the resale of the CalTrans property at Hays Lane and County Road 102 to the City who has, via State process requirements, sold the land to Haliburton.

#### WOODLAND FIRE VOLUNTEER SUPPORT BRANCH ACTIVITIES REPORT FOR 2002

Council received a report on the activities of the Woodland Fire Department Volunteer Support Branch during 2002.

#### MINUTES

On a motion by Council Member Monroe, seconded by Council Member Dote and carried unanimously, Council adopted the minutes of Special Council Meeting of November 26, 2002, Regular Council Meeting of December 3, 2002 and Special Council Meeting of December 4, 2002 as presented.



#### COMMUNICATIONS - WRITTEN

Council received a letter of thank you from the Senior Center regarding City payment of the Community Care Car insurance premium.

#### COMMUNICATIONS - COMMITTEE REPORTS

Council received a report from Public Works Director Wegener transmitting the minutes of the Water Resources Association meetings October 21, 2002 and December 2, 2002.

Council received a report from Library Services Director Bryan transmitting the minutes of the Library Board of Trustees meeting of November 4, 2002.

Council received a report from Public Works Director Wegener transmitting the minutes of the Traffic Safety Commission meeting of December 2, 2002.

Council received a report from Acting Community Development Director Marler transmitting the summary of Planning Commission actions taken at their December 12, 2002 meeting as follows:

- a. recommended conditional approval of the applicant requested amendments to the Spring Lake Specific Plan.
- b. reviewed and commented on the Preliminary Site Plans for the Turn of the Century property.

Council received a report from Public Works Director Wegener transmitting the minutes of the Tree Commission meeting of December 16, 2002.

Council received a report from Acting Community Development Director Marler transmitting the summary of Planning Commission actions taken at their December 19, 2002 meeting as follows:

- a. recommended approval of abandonment of surplus right-of-way on Freeman Street.
- b. approved fence setback variance to construct 6 foot fence with 3 foot setback in street side yard setback located at 1740 Del Rey Street.
- c. continued to the January 9, 2003 meeting the Public Hearing for Conditional Use Permit and Certification of Negative Declaration for the Gibson Plaza Shopping Center.



- d. continued to the January 16, 2003 meeting the final Public Hearing on the Downtown Specific Plan.

#### TEMPORARY ADJOURNMENT

At 9:15 p.m., on a motion by Council Member Dote, seconded by Council Member Peart and carried unanimously, Council temporarily adjourned to meet in Closed Session.

#### CLOSED SESSION

At 9:20 Mayor Flory convened the Closed Session. The purpose of this Closed Session was to hold a conference with real property negotiators pursuant to Section 54956.8 on Assessor's Parcel Number 005-644-07 owned by Reinaldo and Lois Carranza, City property negotiator City Manager Kirkwood, under negotiation, price and terms of payment; and the property under consideration for the Regional Park, with the City property negotiator City Manager Kirkwood. Council also scheduled to discuss Public Employee Appointment pursuant to Section 54947, title City Attorney. In attendance during property negotiations were Mayor Flory, Vice Mayor Rexroad, Council Members Dote, Monroe and Peart, City Manager Kirkwood, Assistant City Manager Marler and City Attorney Mitchell. City Attorney Mitchell was not present during the discussion regarding appointment the City Attorney.

#### RECONVENED CITY COUNCIL MEETING

At 10:45 p.m. the City Council reconvened Regular Session. Mayor Flory reported that Council had met with Legal Council for property negotiation discussion regarding the property known as Assessor's Parcel Number 005-644-07 and the proposed Regional Park and gave direction. Council also discussed appointment of a City Attorney and took action as indicated below.

#### CITY ATTORNEY APPOINTMENT

Council announced the law firm of Best, Best and Krieger and Attorney Ann Siprelle will serve as the City Attorney for the City of Woodland and provide legal services for the City, City Council and staff. Council directed the City Manager to conclude negotiations with this law firm and provide a contract for Council action at the next meeting. The effective date of this appointment is January 21, 2003.



ADJOURN

Mayor Flory adjourned the meeting at 10:55.

Respectfully submitted,

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Sue Vannucci, CMC, City Clerk