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

September 24, 2002

CITY COUNCIL
SPECIAL SESSION
JOHN FERNS PARK
750 ASHLEY AVENUE
WOODLAND, CALIFORNIA
5:00 P.M.

Council attended a Special Session of the Council to participate in the Grand Opening of the John Ferns Park Water Feature at 5:00 p.m. Members present participated in the Ribbon Cutting Ceremony.

ROLL CALL

COUNCIL MEMBERS PRESENT: Neal Peart, Matt Rexroad

COUNCIL MEMBERS ABSENT: Martie Dote, Jeff Monroe, David Flory

STAFF MEMBERS PRESENT: Rick Kirkwood, Phil Marler, Dan Gentry

CITY COUNCIL MEETING SPECIAL MEETING AGENDA 7:00 P.M.

CALL TO ORDER

Vice Mayor Rexroad called the special meeting of the City Council to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

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



ROLL CALL

COUNCIL MEMBERS PRESENT: Martie Dote, Jeff Monroe, Neal Peart (arrived

at 7:06), Matt Rexroad

COUNCIL MEMBER ABSENT: David Flory

STAFF MEMBERS PRESENT: Rick Kirkwood, Phil Marler, Ann Siprelle,

Margaret Vicars, Wendy Ross, Dan Gentry, Dan Bellini, Sue Vannucci, Karl Diekman, Gary

Wegener, Carey Sullivan

PUBLIC COMMENT

None.

COUNCIL/STAFF STATEMENTS AND REQUESTS

Council Member Dote indicated there would be a groundbreaking ceremony for the Holiday Inn Express at Interstate 5 and County Road 102 on Wednesday, September 25, 2002.

REPORTS OF THE CITY MANAGER

REGULAR CALENDAR

RESOLUTION 4393 TO ADOPT THE CEMETERY MASTER PLAN

Parks, Recreation and Community Services Director Dan Gentry indicated the County of Yolo had been contacted regarding the proposal to increase fees for indigent burials and will be present to speak. The Resolution incorporates those changes Council had requested at the September 17, 2002 meeting. A Project Programming Summary Sheet will be forthcoming for Council approval to begin the process of change.

Public Administrator, Cass Sylvia said the County owns the columbariums. They feel that \$195 is a substantial the rate for the services received. She asked that Council postpone their decision until further discussions are held. The City is not allowed to make a profit from another public agency on this service. Ms. Sylvia indicated that \$50 would be a reasonable fee. She suggested the County handle their own interment. Council Member Monroe said the City needs to



cover costs for endowment. Ms. Sylvia said the County does pay an endowment fee. Director Gentry indicated there is more involved in the process than Ms. Sylvia mentioned. Maintenance is part of the City responsibility which must be covered. The City is currently in a negative cash flow and is not generating a Council Member Monroe asked if incremental increases could be accommodated. Council Member Peart said that \$12.50 is not acceptable and the City must bring these fees more into line with the associated costs. The County has been receiving a very lenient fee in the past which needs to be adjusted. Council Member Dote said the general budget costs are the reason the City is in the red. The Public Administrator has a separate budget from the General Funds of the County and needs to have time to adjust when increases are before them. There is some question as to whether the County owns the property. Vice Mayor Rexroad asked how many interments are held annually and Ms. Sylvia said there were 78 indigent deaths in the County last year and 40 were interred in the Woodland Cemetery. They are not all Woodland residents. Some of them were in conjunction with Veteran's Affairs as well. She believes the County owns the land under the columbarium.

City Manager Kirkwood said suggested setting the fees for the County at \$50, and request a report in January 2003 with further information on property ownership and what services are provided.

On a motion by Council Member Monroe, seconded by Council Member Dote and carried by the Members present, Council adopted Resolution 4393, "Resolution to Adopt Cemetery Master Plan" as amended setting the fees for the County at \$50 and that a review shall take prior to January 2003 on these fees.

REPORTS FROM COUNTY FAIR MALL, GARY SANDY COMMUNICATIONS AND WOODLAND ECONOMIC RENAISSANCE CORPORATION

City Manager Kirkwood said there are a number of items before the Council in relation to the Economic Development Action Plan. The City has a contract with Gary Sandy Communications utilizing funds from the Yolo Polo Plaza development.

Vice Mayor Rexroad asked if the scope of the contract has increased. Redevelopment Manager Wendy Ross said Gary Sandy Communications has completed the Downtown Survey, which they are asking Council to accept. Community Development Block Grant Funds (CDBG) at \$10,000 have been set for funding. Twenty-three thousand dollars (\$23,000) was set for this contract



and Redevelopment Funds at one-time-only were \$21,000. Redevelopment does not have funds for the marketing and promotions.

Gary Sandy and Joy Cohan of Gary Sandy Communications indicated they are not seeking additional funding at this time. The survey indicated 83% of the downtown businesses are occupied, with an increase in second floor occupancies. The industry standard for vacancies is about the same, or between 16% and 17%. The businesses by category indicate the largest are services oriented with retail and professional second and third respectively. The vast majority of businesses have been in the same location for over ten years with only 24% tourist oriented. Council Member Dote asked if there was information on the specific business type and Mr. Sandy indicated he would check the database. Sixty-four percent (64%) of the businesses are not open on Saturday or Sunday which does affect the tourist draw. Two significant events sponsored by the Downtown Coordinator's Office were the July 4th "Stars and Stripes, Scooters and Bikes" parade and the "Downtown Lights, Summer Nights". There have been advertisements in Sacramento Magazine and VIA the California version of the American Automobile Association magazine. Letters have been written to several companies encouraging them to locate in the City, three of which have indicated interest. The City will be receiving some State-wide Upcoming events include the October Harvest Downtown and Santa's Downtown Holiday Forest and continued enhancement of the WoodlandDowntowntowners.com website.

Vice Mayor Rexroad asked what is the biggest need for the downtown and Mr. Sandy indicated some suggestions would be a Bed and Breakfast and renovation in general. We need to insure planning outside the downtown does not adversely affect the downtown. Vice Mayor Rexroad asked why there was not a better response to the survey and Mr. Sandy said there could be a variety of reasons.

Council Member Peart said the Down Towner's Association has about 25 members and asked for the total number of businesses in the downtown. Mr. Sandy said there are 262 businesses that qualify. There is a campaign to increase the membership in the Association. Mr. Sandy said Redevelopment Manager Ross has been coordinating a tour of nearby Business Improvement Districts (BID). This will include Cities who had voted a BID in or out. There had not been accurate financial recording for the Association that had made it difficult to determine status of membership. A grace period had been granted through this September. City Manager Kirkwood said the report indicates the strong and diverse business base seems to be prospering in the downtown. He asked if the Sunday business closures are those that would have an effect on



tourism. Mr. Sandy said they are retail that could provide services to visitors. Shop owners indicate they cannot justify remaining open on Sundays and evenings because they do not generate enough return to justify the cost. However, those who stayed open during Downtown Lights, Summer Nights were encouraged by the increased business. City Manager Kirkwood asked about he type of vacant space and what it the City doing to attract businesses to those areas. Ms. Cohan said they have targeted retail in the downtown and it would help the area as a whole. They have been speaking with Gap/Old Navy, Cold Stone Creamery, and Trader Joes and are continuing to look at those types of businesses by taking active pursuit measures. City Manager Kirkwood asked if the property owners who may house those businesses have been part of the process and Ms. Cohan said they are attempting to find the retail first and will then contact various property owners about the potential location of these businesses. Many comments have been that Woodland is perceived as was Roseville ten years ago when they were beginning to renovate.

Debbie Kennedy, Property Manager of County Fair Mall, indicated the willingness of the Mall to partner with the City to draw additional business. They do not want to detract from the downtown with present and/or future businesses at their site. The Mall presently houses 403,063 square feet. They have four anchor stores and 50+ specialty stores in their property mix. They serve 65% Woodland, 20% Davis and the balance in the County and Vacaville area. The plan is to refurbish the Mall, as it is now 17 years old. A Leasing Agent has been contracted and is actively recruiting new business. Within the next month it is anticipated announcements will be made for several new tenants. Many community events are held at the Mall. Council Member Dote asked how much of the Mall is vacant and Ms. Kennedy said 26% to 27%.

City Manager Kirkwood indicated Bryce Birkman of Woodland Economic Renaissance would be speaking and suggested Council receive his report, discuss and defer action until discussions are held on the adoption of the Economic Development Strategic Action Plan later in the Agenda. Mr. Birkman indicated the primary function of WERC is the attraction of new and the retention of existing industry. He outlined the processes to meet the functions. Over the last several months they have been working with software development companies, medical device and research, manufacturer of electrophoresis accessories, manufacturers of computer support equipment, distribution groups, food and beverage processing, and a variety of smaller companies ranging from axle and rim manufacturing and other light manufacturing regarding possible location here. Businesses are cautious about committing to relocation or expansion at present. The City is in a strong position because of the local cost of living level. We must establish and strengthen our relationship with the University of



California and the U.C.D. Connection. We need to increases our public/private partnerships. Many property owners do not list their property and it is an unknown to those who are promoting movement to the City. Mr. Birkman summarized the eighteen major accomplishments of WERC during 2001-02. He stated Woodland is under consideration for an ethanol plant. The Cities of Davis, West Sacramento and Woodland, as well as, the County and UCD are promoting the area as a BioZone. We need to make those businesses aware of what Woodland can offer over other Cities. Because of funding, they have not been able to promote the City at the level desired. Several 100,000 "exposures" are needed to promote and many areas are not aware we exist. He will be developing a City Profile.

Mr. Birkman distributed the proposed 2002-03 budget for WERC. Vice Mayor Rexroad said the cost of a proposed compact disc program seems low Mr. Birkman said the figure is directly from the company and WERC would be providing much of the work. He contacted a number of marketing companies to ascertain the types of services and costs WERC provides. The range ran between \$78,000 and \$300,000 for the retainer only.

Vice Mayor Rexroad asked what objectives were laid out last year and which were met. Mr. Birkman said the objectives presented at this meeting are consistent with the objectives laid out over the past three years. There has not been sufficient funding to meet all of those objectives as stated, particularly that of prospect generation. Vice Mayor Rexroad asked if during the last year was it specifically stated what WERC would accomplish during that year. Mr. Birkman said the format was a line item budget with items to be accomplished at some Industry attraction, publication displays, new promotional material, targeted mailing, and trade shows were not carried out in complete form due to insufficient funding. They had requested considerably more funding to carry out these aspects but had not been granted that request. The \$49,500 to WERC last year sustained operations only. Council Member Monroe felt there had been some goals set last year. City Manager Kirkwood said the Council had, in December 2000 when the 2001-02 budget was discussed, directed that a Strategy and Action Plan be developed before considering additional expenditures for overall economic development efforts. Funds were to be solicited for that process. Council also said that update of the Economic Development Plan would provide policy guidance in partnering with local economic development stakeholders. The sub-committee had recommended a year-end report be submitted to the Council to include data on number of business contacts made and results of contracts, jobs created and changes in sales and property tax revenues. Vice Mayor Rexroad asked if the grant was part of the budget in addition to the \$49,700. Council Member Dote indicated



the General Fund was \$49,700 with a specific project tied to the grant. Mr. Birkman said none of the grant funds was used for activities, but for the development of the study and is not included in the \$100,000. There was \$10,000 of WERC funding that had been allocated by the Council used as seed money into the grant. Council Member Monroe asked if there was a correlation in the decline between the economy and Mr. Birkman said there are a number of factors that affect the location of new business at this time. It is a two-part effect. A business must do the research and if we are not on their "radar" they will never know we are here. We have the factors which make us very attractive to businesses. Many communities do not have the means to follow up. The networking and exposure is very necessary.

Council Member Monroe asked if developers do much of the same promotion and how is that different from what WERC does. Mr. Birkman said WERC is focused on Woodland. There are a range of other components of the job. The developers are looking to sell and move on. Council Member Dote said the developer is trying to find someone to occupy their land and WERC is targeting the community. City Manager Kirkwood asked about the Labor Gap Analysis in relation to the Work Plan and who would take on the responsibility of the lead to involve the employers in the work competencies program and placement. The majority of employers as indicated in last year's report were concerned about the quality and ready to work skills. He asked who would be responsible for this facet. Mr. Birkman said the Youth Council of the Work Force Investment Board has developed a Work Ready Certificate that insures the student is ready to enter the work force. He wanted to be sure it included other than students only and that employers had a commitment to the program as well. The employer is accountable and involved in determining what skills are needed.

City Manager Kirkwood said that WERC was formed with the plan to be self-sufficient by this time. Assistant City Manager Marler said the 2002-03 budget indicates \$207,942 and the Council agenda materials indicate a low of \$142,387 and high of \$265,300 and are contradictory. Mr. Birkman said the initial budget had the high and low range to demonstrate there is a wide range of how economic development can be targeted. What was targeted was that which could be done within the budget constraints. The figures represent the minimums and maximums within that range. The high range indicates what he feels could be a full marketing package. Assistant City Manager Marler said then the low range would equate one new business locating in the City and the high range would achieve two. Mr. Birkman said it is wide range and difficult to compare exactly what would happen, but is generally the equation to consider. The exposures are what are needed to generate interest.



Council Member Peart asked if the \$49,000 was the budget and Mr. Birkman said that is what the City allocated. In 1998 through 2000 WERC was allocated \$60,000. The four businesses that located here in 1998 were all due to his contacts, two from Sacramento, one from Los Angeles and a startup. Council Member Peart feels we may be reaching too far. Mr. Birkman said they are working with some regional but and may not have enough leads in the area to be successful. Council Member Dote said the budget this year is \$49,700 and the \$123,000 so they are requesting an additional \$73,000.

Brenda Cedarblade said she feels the downtown merchants should be handling their own advertising. There are many other areas these funds should be allotted to. It is the job of the downtown merchants to develop a program to promote and market the downtown and it should not be a financial drain to the taxpayers. Retail generates the tax dollars and many businesses are empty which is significantly higher than three years ago. When new developments go in off of Road 102 other businesses will be leaving the downtown and moving to that area. She would like information on the accounting practices of the Downtown Association. They could fund themselves by charging for building WEB site usage and make their business profitable as to not be a burden to the taxpayers.

Council Member Dote asked if the funding of the Downtown Coordinator was as a result of an agreement with the developer on the WalMart site and a pass through only. City Manager Kirkwood agreed and said it is not coming from City funds. He said the strategy and action plan on economic development to be presented by Mr. Kowta from Bay Area Economics (BAE) will help assist with the policies and goals prior to Council considering their direction.

On a motion by Council Member Dote, seconded by Council Member Peart and approved by the Members present, Council received the comments on the reports of the County Fair Mall, Office of the Downtown Coordinator and the Woodland Economic Renaissance Corporation and approved the Downtown Woodland Business Survey.

At 8:48 Council recessed and reconvened at 8:55.



ECONOMIC DEVELOPMENT STRATEGIC PLAN UPDATE

Matt Kowta of Bay Area Economics (BAE) said his company has been working with Woodland Economic Renaissance Corporation (WERC) in conducting Economic Development Plan Public Workshops. Members of Council have also been involved in a Steering Committee on this Plan. The Plan will serve as an outline for economic development activities over the next three to five years. Goals included in the outline are to enhance the economic base, improve community infrastructure for economic development, promote a positive image and develop leadership and cooperation for local economic development. Each of these goals contain several identified targets to achieve the goals. A local Economic Development Council will be established as a vehicle for improved communication and should include two Council Economic Development Committee members, two members from the WERC Board, two Chamber of Commerce Representatives, the City Manager, Redevelopment Agency Manager, WERC Executive Director and Chamber Executive Director. Representation should also be sought from the Woodland Community College, K-12 schools, Woodland Downtown Association, and the Work Force Investment Board. The City will have the primary role in local economic development activities with specific implementation strategies along with WERC and the Chamber and their associated implementation strategies. Vice Mayor Rexroad said the report mentions the Police Facility, etc. which are things already underway, and asked if those things are consistent with the general Council direction. Mr. Kowta does not want to conflict with current direction and wants to reinforce what positive issues are taking place in regard to economic development. Vice Mayor Rexroad asked if there was anything we should not be doing. Mr. Kowta said there was no clear place identified for the master planned high tech office park/business The new Police facility area has potential for some type of park situation. development and will help recruit that development. We need to create an identity for the City for high tech and bio tech. He thinks Woodland can sell ourselves for that type of business because of proximity to U. C. Davis and the airport which is a very favorable location.

Don Sharp said he participated in the committee meetings on the Strategic Plan update. He was disappointed in the lack of attendance. The form of WERC provides for enhancement of partnership. He was also happy to see the City promoted in a positive vein. WERC has requested funds to help promote the City.

City Manager Kirkwood said information presented would provide the Council the tools to go forward on the Strategy and Action Plan. The process began a few years ago with the Cal-Ed Team from the State and began to search



grants to move the process ahead. Council has requested and received public input on how we develop the Plan. The Cal-Ed approach was that these need to be updated periodically, contain current data and be presented in a clear and useful fashion for marketing. The Mall is also an important asset to the community and needs to be fully leased. Other development should not be a drain to the downtown businesses. The City has a Redevelopment Agency to take economic blight and turn it into a positive. We have come a long way with the limitation of funding. The picture is getting bleaker with the State budget situation. The Labor Gap Analysis needs further review and dialog. They also have a Downtown Marketing and Feasibility Study which addresses the types of businesses we have and gaps, which needs to be fully analyzed. The Downtown Specific Plan is also in the process of finalization which identifies specific target areas and looks at those businesses which should be approached. The Planning Commission is looking at the five year review of the General Plan. economic development element that parallels the Community Economic Strategy and Action Plan. The prior plan language needs further review. The public policies at a local level are interdependent upon each other. He feels also that there may not have been adequate public input on this issue. There was one recommendation that BAE had in regard to restructure of the local Economic Development Council. The Council members involved gave further direction. It gives the City Staff a goal and puts the burden on them to begin the process of developing the preliminary Action Plan and begin the process of the semi-annual vision session with Council. He thinks we have a good base but to move ahead with funding. The money can come from development like that from Home Depot with their \$50,000 for three years. There is a need to identify a large enough piece that will become a master planned business like that with Gerry Kamilos. The primary objective was to develop a Master Plan approach for businesses in that area with developer fees. We have the potential to develop a mix of dollars to get economic development to work for the City. We do not have the budget but have the need.

Vice Mayor Rexroad said the document has specific projects where the money has been identified. He asked if it is prudent for the City to fund project elements where we may be promoting business and projects incompatible or conflicting with those located in the downtown. City Manager Kirkwood said that is why a market feasibility analysis is conducted and a Downtown Specific Plan developed to help make those kinds of decisions. There is a retail mix that is missing in the City. Council needs to determine the best use for funds. We could adopt a plan with comments by Council. Council Member Dote said the Sub-Committee had looked at the potential makeup of the Economic Development Council and it would be the same people involved in agencies at present. Council must allocate the resources at the Council level. Council



Member Peart asked if she was suggesting elimination of the Economic Development Council and she said it is redundant. It would eliminate layers. Council Member Dote asked when the plan would return to Council and Redevelopment Manager Ross said the Downtown Specific Plan will go to the Planning Commission in October and will come to Council in November 2002.

On a motion by Council Member Dote, seconded by Council Member Monroe and carried by the Members present, Council approved elimination of the Economic Development Council and directed the Plan elements be discussed and approved at the Council level with Staff assistance. As part of the recommendation, Council accepted the Report from Bay Area Economics.

PRELIMINARY BUDGET FOR FISCAL YEAR 2002-03

City Manager Kirkwood said we have taken a cautious approach to the budget due to the State budget uncertainty. Finance Director Vicars said we had hoped for more information on the State budget, which was signed on September 5th. The known specific effect is that mandated costs were not funded. The City had put \$50,000 in the budget for mandated costs and which will not be received. The Vehicle-in-Lieu fees were not increased to raise additional revenue so the dollars will remain in the State's General Fund. The State shortfall will increase dramatically by next year. Specifics to our budget are that Redevelopment will be losing \$18,000 to \$22,000 in additional Educational Review Augmentation Fund (ERAF) shifts. Health insurance premiums have increased by 20% for an additional cost of \$90,000, property taxes did not reach projections, decreasing revenue by \$87,825. As somewhat of an offset, the non-renewal of the Armory contract provided a reduction in expenditures of \$54,571. With the anticipated shortfall from the State, no additional staff positions were proposed. The Operations and Maintenance budget was increased slightly at 4.7%. The cash balance for the year has remained in the positive.

City Manager Kirkwood said he prefers not to utilize grant funds for ongoing expenses unless those grants are long term and sustainable. However, concern has been expressed over the need for increased numbers of Police Officers. Chief Sullivan has identified some specific grants which have long term funding and it is proposed they be utilized to employ these two Officers. Council Member Dote asked where those funds had been allocated previously and would that allocation be rescinded. Chief Sullivan said there were annual programs but these funds had not been earmarked to a specific program as yet. The last



recommended change to the budget is to move NET dollars which had been set aside to offset the State budget shortfall to the General Fund. This is 1% of the current budget or \$326,746 and would be for this year only.

Future considerations are that with the continued State budget deficit and the anticipated increase in that deficit must be kept in the forefront of our The Public Employees Retirement System employer budgeting process. contribution costs will increase for 2003-04. Director Vicars does not recommend any changes. City Manager Kirkwood said any additional programs would be taken from the \$326,000 available. Vice Mayor Rexroad asked if in regard to the WERC request, is the \$135,000 the total request or in addition to the \$49,700 budgeted. Director Vicars said the \$135,000 is the difference after the \$49,700, which are the old numbers as she had not received the document Council has before them from WERC. Council Member Monroe asked for the City Manager recommendations on WERC funding. Vice Mayor Rexroad said the Council has funded that position and the City has not received substantial return. We need to fund the program fully or not at all. At present we have the Downtown Coordinator, Redevelopment Agency, Community Development, Chamber of Commerce, and with all of these agencies, who should a business owner contact for information to assist in consideration for locating here. Assistant City Manager Marler said the concept was the City would invest seed money and the local businesses would continue to support the WERC. The City is being asked to support this Agency in total. Council Member Monroe said there seems to be a great deal of redundancy and feels the information should come from City Hall. Council Member Dote said the original goal of having WERC privately funded is not realistic. Multiple WEB sites are important because people are searching for different things and should be linked to the City. Council Member Monroe said the site selection should be the responsibility of Community Development. Council Member Dote said Community Development is very understaffed and has not been able to provide that service in the past. Council Member Monroe said \$50,000 is not adequate and we are wasting City funds with that amount as the base.

Council Member Dote said the Redevelopment Agency is looking at one area, Chamber of Commerce at another and they are connected but are not shared. Vice Mayor Rexroad said there should be someone who can guide businesses in the proper direction, downtown, industrial or the mall. Council Member Dote said people are not looking for us, we need to look for them. Council Member Monroe would like it under the City control with a City staff person. Council Member Peart said five or six years ago the City had no economic development. The City decided to fund it within the Chamber of Commerce. The Corporation asked the City give them money to get started.



Moving to private funded was not feasible. We overextended the responsibility of WERC. They should not be looking at a National market, but more Regionally. Council Member Dote said there are several elements of the Implementation Plan that could be addressed at the Council/Staff Planning session in November. The current WERC request is budgeted. She suggested looking at who can do the projects for the City over the next year on a project-by-project basis. WERC has had some positive benefits and the Community Development Department is very understaffed. City Manager Kirkwood said the \$49,700 is the amount previously approved by the City. We have not set a structure on how those funds will be used with WERC.

Vice Mayor Rexroad stated a motion to fund the full budget for WERC or provide no funds at all, with Council Member Monroe calling the second. Council Member Dote does not want to take the action without the Board of WERC present. Council Member Peart concurs on the \$73,000 but does not want to eliminate funding altogether. He would like to pull back into the Regional level and let them go forward with goals and timeframes. Council Member Dote said this would be done at the Council/Staff Planning Session on November 23rd. City Manager Kirkwood said the Council had stated they would allocate the money without the benefit of a contract. This could be discussed at the Planning Session. They could put them on a maintenance budget and have at ½ funding to expire on January 1, 2003. Council Member Dote said that over that time period there may be some changes to the budget because it would be Regional only. Motion failed.

On a motion by Council Member Peart, seconded by Council Member Dote and carried, Council approved funding of the Woodland Economic Renaissance Corporation from July 1, 2002 through December 31, 2002 with funds at \$24,850 as a maintenance level budget for WERC and define a specific Regional approach to economic development. Council could then consider funding following January of 2003. Vice Mayor Rexroad voted to the negative.

At 10:28 p.m., on a motion by Council Member Dote, seconded by Council Member Monroe and carried, Council extended the meeting to 10:40 p.m.

Council Member Dote said the Senior Center is due to be constructed within three years and asked about the life span of the current building. It is requested on the exception list to paint, install double pane windows and refinish the floors, for a total cost of approximately \$7,060. This building will have a



continued use for the City. Director Wegener said the double pane window installation has a five year payback. The painting and the floors are part of the Operations and Maintenance budget and should be done to protect the investment. Council Member Dote would like this maintenance to move forward. Vice Mayor Rexroad said the City Manager should have the discretion to make these O and M decisions. Assistant City Manager Marler said the items on the Exception List, if approved, will reduce the reserve.

Chief Sullivan said in funding two additional Police Officers, the initial year salary level would be lower and the savings would be utilized to purchase equipment and a vehicle for a first year cost of \$151,568. When the Officers reach the higher salary step, the annual cost would be at \$140,952.

Council Member Monroe said the Downtown Coordinator has shown tangible results. City Manager Kirkwood said the additional \$15,000 would equate to an additional work effort by the Coordinator. Redevelopment Manager Ross had set aside a one-time-only augmentation of \$24,000 for marketing and promotion. At that time the Board also wanted to allocate a permanent funding source for marketing and promotion and was written into the Contract between the City and Gary Sandy Communications. A permanent source has not yet been identified.

Council Member Peart asked for clarification on the benefits for the permanent part-time Library employees. Director Vicars said there were two part-time employees without benefits. The Library Board had requested they be designated as regular part-time employees. The City had no available funding, thus the Library has funded their benefits and makes a request annually for the City to assume those costs. City Manager Kirkwood said these will be ongoing expenses the City would be required to fund. Council Member Dote said this is the second year requesting assumption of the benefits and asked about the amount of funds in the Library budget. Director Vicars said the Library has over \$200,000 in their budget to help pay these costs.

At 10:29 on a motion by Council Member Dote, seconded by Vice Mayor Rexroad and carried by the Members present, Council extended the meeting until 10:45.

On a motion by Council Member Dote, seconded by Council Member Monroe and carried by the Members present, Council approved an Amendment to the Downtown Coordinator budget to increase by \$15,000.



On a motion by Vice Mayor Rexroad, seconded by Council Member Monroe and carried, Council adopted the preliminary Operations and Maintenance Budget with the amendments to fund of two additional Police Officers and supportive equipment, funding of the Woodland Economic Renaissance Corporation at \$24,850 for the balance of this calendar year through December 31, 2002 with a review in January 2003 and addition of \$15,000 to the Downtown Coordinator Budget.

ADJOURN

Vice Mayor Rexroad adjourned the special meeting of the Council at 10:43 p.m.	
F	Respectfully submitted,
5	Sue Vannucci, City Clerk