

Council Chambers  
300 First Street  
Woodland, California

January 21, 1997

The Woodland City Council met in special session at 6:00 p.m. in order to convene a closed session. Before the closed session the City Manager announced that the purpose of the closed session was to discuss Public Employment (Sec. 54957) regarding the job title of Engineering Technician II. Council Members present at the meeting were: Rominger, Borchard, Flory, Losoya, and Ryhal; Council Members absent: None. City Manager Kris Kristensen and City Attorney Ann Siprelle also attended the closed session.

The special session and closed session were adjourned at 6:50 p.m.

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

PLEDGE OF ALLEGIANCE:

Mayor 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, Borchard, Flory, Losoya, Ryhal

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Kristensen, Siprelle, Ruggiero, Brown, Barry, Wegener, Hanson, Martin, Lansburg, Vicars, Mancilla, Dalton

CITY MANAGER ANNOUNCEMENT:

City Manager Kris Kristensen said the City Council just completed a closed session for a conference with legal counsel regarding public employment (for the job title of Engineering Technician II) pursuant to the California Government Code.

Mayor Rominger advised that no further action is necessary from that closed session.

MINUTES:

On motion of Council Member Flory, seconded by Council Member Losoya and carried by unanimous vote, the City Council approved the minutes for the regular Council meeting of November 19, 1996, as prepared.

COMMUNICATIONS:

1. From Finance Director Margaret Vicars a memo was received advising of claims paid by the City for the month of November 1996 for accounts payable and payroll.

2. From Finance Director Margaret Vicars a memo was received advising of claims paid by the City for the month of December 1996 for accounts payable and payroll.

3. From the State Department of Alcoholic Beverage Control (ABC) a copy of an application was received for an off sale beer and wine license for Carniceria Jimenez II, 151 West Main Street. Police Lieutenant Terry Brown had indicated the Police Department has no concerns with the issuance of this license.

4. From the State Department of Alcoholic Beverage Control (ABC) a copy of an application was received for an off sale general alcoholic beverage license for Food 4 Less, 451 Pioneer Avenue. The Police Department had no concerns with the issuance of the license. The City Clerk advised that Council will be asked to make a determination that the issuance of this license "serves a public convenience or necessity" under Consent Calendar items later on the agenda.

5. From Kim Jett a letter was received submitting her resignation as a member of the Traffic Safety Commission. The City Clerk advised that a letter of appreciation will be sent to Ms. Jett. She said this resignation creates a third vacancy on the Commission. Vice Mayor Losoya and Council Member Flory were previously appointed to interview and recommend the appointment of two new members, so two more Council Members will need to be appointed to interview for this third position. There is currently only one application on file for Traffic Safety Commission.

Council agreed that Council Members Ryhal and Borchard will interview for the third vacancy on the Traffic Safety Commission.

6. From Loretta Robicheau a claim against the City was received on behalf of her daughter Danielle Robicheau. The claim was in regard to an injury to Danielle Robicheau which occurred at the Community Swim Center on July 15, 1996. The City's insurance representative recommended that Council reject the claim and refer it to them.

On motion of Council Member Borchard, seconded by Council Member Flory and carried by unanimous vote, the City Council rejected the claim against the City filed on behalf of Danielle Robicheau and referred the claim to the City's insurance representative.

#### COMMITTEE REPORTS:

1. From Finance Director Margaret Vicars a report was received transmitting the minutes of the Yolo County Public Agency Risk Management Insurance Authority Board meeting of November 20, 1996.

2. From Community Development Director Janet Ruggiero a report was received summarizing action taken at the Historical Preservation Commission meeting of November 24, 1996.

3. From Chief of Police Russ Smith a report was received transmitting the minutes of the Yolo County Communications Emergency Services Agency Board meeting of December 4, 1996.

4. From the Community Development Director a report was received summarizing action taken at the Historical Preservation Commission meeting of December 11, 1996.

5. From City Manager Kris Kristensen a report was received transmitting the minutes of the Yolo-Solano Air Quality Management District meeting of December 11, 1996.

6. From the City Manager a report was received transmitting the minutes of the Water Resources Association meeting of December 13, 1996.

7. From the Community Development Director a report was received summarizing action taken at the Undergrounding Committee meeting of December 19, 1996.

8. From the Community Development Director a report was received summarizing action taken at the Planning Commission meeting of January 2, 1997, as follows:

Commission approved the modification to the Comprehensive Sign Plan for Taco Bell Express at 1592 East Main Street with added conditions. The conditions were that with a signed development agreement the sign would be allowed for five (5) years and that at the end of the five (5) years the property owners would rebuild and redesign the entire freeway oriented ground sign in order to meet the intent of the 1996 General Plan.

9. From the Community Development Director a report was received transmitting the minutes of the East Street Corridor Specific Plan Committee meeting of January 9, 1997.

10. From Director of Public Works Gary Wegener a report was received transmitting the minutes of the Traffic Safety Commission meeting of January 9, 1996.

11. From the Community Development Director a report was received summarizing topics discussed at the economic development workshop held January 10, 1997.

12. From the City Manager a report was received transmitting the agenda from the Chamber/City 2 x 2 meeting of January 15, 1997.

PUBLIC COMMENT:

Council Member Borchard said the City needs applicants for various board and commission vacancies that exist at the present time. He invited members of the viewing audience to apply.

PRESENTATION - PROCLAMATION FOR CATHOLIC SCHOOLS WEEK:

Community Development Director Janet Ruggiero said the Holy Rosary School has requested that the City of Woodland proclaim the week of January 26 through February 1st as Catholic Schools Week.

On motion of Council Member Borchard, seconded by Council Member Losoya and carried by unanimous vote, the City Council proclaimed January 26, 1997 through February 1, 1997, as Catholic Schools Week.

Approximately 20 students from Holy Rosary School explained the events planned for Catholic Schools Week and told what they liked about the School.

Council Member Steve Borchard presented the proclamation to Barbara Ruggiero, Student Body President of the school. All five Council Members shook hands with each of the speakers.

PRESENTATION - 1997 WASTE REDUCTION AND PREVENTION AWARDS:

Waste Reduction and Recycling Coordinator Rebecca Brown announced the recipients of the 1997 Waste Reduction and Prevention Awards.

On motion of Council Member Borchard, seconded by Council Member Flory and carried by unanimous vote, the City Council recognized Target Distribution Center, Target Retail Center, Nob Hill Gifts, and F & F Multi-Print, as the winners of the WRAP (Waste Reduction Award Program) award for their waste reduction programs.

Mayor Rominger presented the awards to the representatives of the respective recipient businesses.

PRESENTATION - GREENWASTE REDUCTION PROGRAM VOLUNTEERS:

The Recycling Coordinator said that unfortunately the volunteers who were to receive presentations for the Greenwaste Reduction Program were not able to attend this meeting. Each recipient will receive a sweatshirt made from recycled cotton and recycled soft drink bottles.

On motion of Council Member Borchard, seconded by Council Member Losoya and carried by unanimous vote, the City Council recognized Darlene Moriconi, Janice Leiser, Connie Berkowitz, Joanne Larkey, and Suzanne Hansen who have assisted with the Greenwaste Reduction Program.

#### PRESENTATION - WOODLAND STREET CRUISERS:

Police Lieutenant Rich Lansburg explained the events for the 1996 Cruise Night. He said a great deal of time is spent planning, and the event went very smoothly.

Mayor Rominger thanked the organizers for the Cruise.

Doug Souza, representing Woodland Street Cruisers, presented framed posters for Cruise Night to the Council.

#### REPORTS OF CITY MANAGER:

##### CONSENT CALENDAR:

Council Member Borchard removed the following items from the Consent Calendar: (1) purchase of a copier for the Community Development Department, (2) 1996-97 Transportation Development Act Claim, (3) alcoholic beverage license for Food 4 Less, and (4) acquisitions for Pioneer Neighborhood park property.

Mayor Rominger asked that the purchase of police vehicles be removed from the Consent Calendar.

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

##### PURCHASE OF POLICE RADAR UNITS:

The City Council authorized the sole source purchase of four (4) new police patrol Silver Eagle Radar Units in the amount of \$9,845.55 from Kustom Signals, Inc.

##### BUILDING PLAN CHECKING SERVICES:

The City Council authorized the City Manager to execute an agreement with

BJY INC. to provide building plan examining services on an as needed basis.

REGULAR CALENDAR:

PURCHASE OF POLICE VEHICLES:

Mayor Rominger inquired about the requested purchase of one police patrol car and one detective (unmarked) car. She said the patrol vehicle was totaled in an accident and she asked about insurance reimbursement.

The Director of Public Works said the accident with the patrol vehicle involved an uninsured motorist. He said the driver was cited, but the City is unable to collect on the insurance.

Finance Director Margaret Vicars said City vehicles are not insured for damages. City vehicles are only insured for liability. She said that is why the City has Fund 10 for replacement.

The City Manager said the City is self-insured in a pool arrangement with other cities in the County. The concept has been that it would be better to set aside funds rather than to go outside.

The Finance Director said there are policies available in addition to what the City has. If Council is interested staff can obtain more information.

Council Member Ryhal said he would like to know what the additional cost would be.

Mayor Rominger asked if the unmarked detective vehicle was a new vehicle.

The Director of Public Works said the detective vehicle requested is a new vehicle and was approved with the 1996-97 Budget. He said he could bring more information to the Council at a later date.

COPIER PURCHASE:

Council Member Borchard asked how many other copiers there are at City Hall.

Purchasing Manager Al Mancilla said there are approximately 17 copiers throughout the City organization. He estimated there were 10 copiers at City Hall

alone.

Council Member Borchard said the staff report indicates that a large quantity of the copying with the main City Hall copier is done by the Community Development Department. He noted that different departments can reserve blocks of time for use of the copier. He asked if the other copiers are being used as efficiently as they should be.

The Purchasing Manager said the Community Development Department which copies large documents, such as the General Plan and Planning Commission packets, cannot be copied on the smaller, less efficient copiers.

Council Member Flory noted that many copies the Community Development Department makes involve the collection of fees for the copies.

Council Member Ryhal said he is not sure what the City would be buying for \$7,000. He asked if the proposed copier purchase was sent out for bids.

The Purchasing Manager said staff is asking authority to purchase the copier through a cooperative purchase with the State Office of Procurement which puts copiers out for bid. The proposed copier would produce approximately 35,000 copies per month. He said the State goes Statewide for bids for this category. Once this is done local jurisdictions are allowed to piggyback on these purchase contracts.

Council Member Ryhal asked how many copies per month each copier at City Hall runs and what is the usage to show there is a real need. He asked if there would be an additional expense for maintenance.

The Purchasing Manager said the State adds the cost of maintenance to their bid, but the requested purchase amount of \$7,473.18 (from Pitney-Bowes) does not include maintenance. He said he would get the maintenance cost information for Council, but he said each maintenance contract is individual with each individual copier.

Council Member Flory asked if the criteria the State uses when it goes to bid for items is the same criteria the City of Woodland would use.

The Purchasing Manager said the State bids items in different categories, so the City can pick and choose a specific item. Responding to a question from Council Member Borchard he said the City has not tried to get one maintenance company to take care of more than one copier. He said typically manufacturers will not want to service other company's copiers.

Vice Mayor Losoya said when copiers are purchased at different times, the

City has to go with that vendor's maintenance program so they cannot be tied together.

The City Council postponed action on the purchase of a copier for the Community Development Department and requested additional information from staff regarding usage of existing City Hall copiers.

Vice Mayor Losoya suggested the possibility of an extended purchase agreement with a vendor, so that if future copiers are purchased from the same vendor the City might save some dollars for maintenance contracts.

RESOLUTION NO. 3978 - TRANSPORTATION DEVELOPMENT ACT CLAIM:

Council Member Borchard inquired about the amount of \$632,565 noted in the staff report for total to be spent on street maintenance for the Transportation Development Act (TDA) claim.

City Accountant Debbie Dalton said the \$632,565 is an additional funding source to maintain City streets.

Council Member Borchard asked why it could not be more. He said he was aware of the Yolo County Transit Authority's budget, but he asked why the City cannot spend more in TDA claim funds for street maintenance.

The City Manager said the City would have to lower its contribution to transit. He said the City is only allocated \$1,221,312, and that amount less \$632,565 goes to transit services.

Mayor Rominger said she notices every year that there are empty busses, and she wondered why \$261,273 is paid for YoloBus. She said she knows some of the transit is used extensively by commuters, but there are still empty busses in town.

The City Manager said the Council receives reports regularly on ridership and the service YoloBus provides. He said the Council could spend more time on this issue if the Council desires.

Mayor Rominger said she would like a future report on the number of riders.

The Public Works Director said he would like to see a larger percentage spent on street maintenance, and he would like to see what other jurisdictions of the Sacramento Area Council of Government spend on street maintenance.

Council Member Borchard asked to see a comparison.



Mayor Rominger said she did not want to hold up the filing of the TDA claim but would like to receive the additional information at a later date.

On motion of Council Member Flory, seconded by Council Member Borchard, and carried by unanimous vote, the City Council adopted Resolution No. 3978 authorizing the filing of the annual claim for TDA funds with Sacramento Area Council of Governments.

FOOD 4 LESS - PUBLIC CONVENIENCE/NECESSITY:

Council Member Borchard said maybe the Council should delay action to determine that a public convenience or necessity would be served regarding Food 4 Less until after the criteria is approved by Council.

The Community Development Director said her staff is currently working on the criteria with the Police Department staff and will not have it ready until February. In terms of grocery stores, such as Food 4 Less, she said for a full size grocery store the determination could be made at this time. She said there is more concern with smaller facilities and the question of bars versus restaurants.

On motion of Council Member Borchard, seconded by Council Member Flory and carried by unanimous vote, the City Council determined that a public convenience or necessity would be served by the issuance of a State Office of Alcoholic Beverage Control (ABC) license for Food 4 Less, 451 Pioneer Avenue, Woodland.

APPRAISALS AND ACQUISITIONS FOR PIONEER NEIGHBORHOOD PARK:

Council Member Borchard said he was surprised by the figure of \$1.1 million for the ten acre Pioneer Neighborhood Park property. He asked why the appraisals could not be arranged earlier before the area was developed when the property values were not so high.

The City Manager said this park acquisition was one element of the entire "package" for the Southeast Area. He said there was not a development there until all of the property owners involved in the area agreed. He said the "package" said the land for park and roadways would be purchased at the appraised value at the time the area was developed. He said all of the financing was structured that way, and the fees to recover the costs were established on that basis. He said developers will not agree to give the City the land until they have some assurance that their development is going to be completed. Through that process the developers want to have some understanding of how they are going to be compensated for the land that is going to be used for public purposes. This was a key element of the Southeast Area negotiations and will be a key element in every

development the City goes through.

After Council discussion the following action was taken:

On motion of Council Member Borchard, seconded by Council Member Flory and carried by unanimous vote, the City Council authorized staff to obtain property appraisals on the property designated as a prospective neighborhood park site in Gibson Ranch and conduct preliminary purchase negotiations with the property owners.

TELECARE PROGRAM FOR WOODLAND'S ELDERLY:

Parks, Recreation and Community Services Director Tim Barry said the Commission on Aging has been working on the proposed purchase of software (TeleCare) for computer generated telephone calls to seniors/disabled persons confined to their homes.

Maryjayne Coble, Senior Center Program Manager, said on January 14, 1997 the Commission on Aging voted to report the progress on the TeleCare Program and ask the Council to approve funding for the purchase of software to implement the program. She said senior groups are working together in a partnership to make the TeleCare Program a reality. TeleTend which is a computer generated telephone reassurance software program will be used to check on the safety of seniors, disabled persons and others who are confined to their homes. Volunteers will run the program in the Police Department and will monitor the calls. She said if a participant fails to answer the phone at a predetermined time, an alert flashes on the computer and the volunteer follows up on the participant. She said this means an aide or an officer might be sent to the home to check on the safety of the resident. Senior Center staff supports this effort because it will help deal with this segment of our population, and the Senior Center staff will be very involved with the Program especially with the start of the Program. She said the Program will be available in many languages, and the ongoing costs will be covered by the Senior Center.

Beverly Winters, Commission on Aging Member, explained how the Commission learned about the program. Bob Divers, representing the American Association of Retired Persons, and Bill Linford, President of Senior Center, Inc., expressed their support for the program.

Council Members directed questions to staff and Commissioner Winters regarding the process involved and the logistics of volunteers working at the Police Station to implement the program. Mayor Rominger said the Council needs to know who will be responding to the calls and the priority the Police Department will give to the Program. Council Member Ryhal requested information about associated costs of the Program.

Staff agreed to report back to the Council on concerns expressed.

On motion of Council Member Flory, seconded by Council Member Borchard and carried by unanimous vote, the City Council approved funding in the amount of \$3,539.25 for the purchase of TeleTend Software from Icon, Inc., Des Moines, Iowa, the low quote, to implement a TeleCare Program for Woodland's elderly population.

**Council took a recess from 8:47 p.m. until 8:55 p.m.**

STRATEGIC PLANNING SERVICES:

The City Manager said the strategic plan was started on March 5, 1996, at which time he asked Council to allow the City within its organization to talk about how things are going, how we do our work and how we might be able to make some improvements in that regard. The Council authorized the City organization to proceed with that. He said there have been meetings with employee groups, and they have discussed the difficult times in the early 1990's with cutbacks in the budgets and changes to the employee benefit plans. He said the cutbacks left a sense in the organization of not knowing where we were going and without a feeling of how we can best provide City services. After a series of meetings with the Strategy Planning Group which included 16 members of the organization as well as representatives of the Council the Group unanimously agreed the number one goal was to develop a Strategic Plan to provide a framework to our operation for the next fifteen years. He said the Council authorized soliciting for proposals for consulting services to assist in development of the Plan. Five proposals were received and reviewed in that process. He said the recommended firm is Moore Iacofano Goltsman, Inc. (MIG) of Berkeley, California. He said the City has had experience with MIG in the past with regard to the General Plan issue. He then outlined the process of preparing the Strategic Plan. He said the projected cost for the consulting services is \$24,980, and he felt funding could be accomplished within our existing budget. A portion of the funding (\$10,000) will come from the vacancy in his office (Assistant City Manager position) and the balance will be funded from Contingency Funds.

Daniel Iacofano, consultant, described the process to develop the Plan.

After Council discussion the following action was taken:

On motion of Council Member Flory, seconded by Council Member Ryhal, and carried by unanimous vote, the City Council (1) approved a contract with Moore Iacofano Goltsman (MIG), Inc., to assist the City in the preparation of a Strategic Plan at a cost of \$24,980 and authorized the City Manager to execute that contract on behalf of the City; and (2) appointed Council Member Ryhal and

Mayor Rominger to serve on the Strategic Plan Committee guiding this process.

EQUIPMENT SERVICE OFFICE CONSTRUCTION:

Director of Public Works Gary Wegener explained a proposal to construct an office for the Equipment Services Manager at the Municipal Service Center (MSC). He said currently his office is 75 to 90 yards away from the shop service desk, and one route takes 75 yards if he exits and walks along the outside of the building. The proposed project would put an office on the shop floor in an area used for administrative purposes now. The new office would facilitate supervision and make the supervisor readily available to customers dropping off or picking up equipment. The plans and a cost estimate were developed for the office by the County architect, and have been reviewed by the Building Inspectors in the City's Community Development Department for a building permit. The office will have heating, ventilation and air conditioning and be insulated for sound with double pane windows. He said this is an unbudgeted item and would be an addition to the Capital Budget. He said the funding could be accommodated with existing funds through savings which the Shop Manager has achieved in operations in the Fund 10 budget.

Council Members Rhal, Flory and Borchard inquired about how the savings were accomplished to finance the project. The Director of Public Works said there is a projected \$3,000 savings in personnel costs, \$7,000 savings in supplies and services, and \$5,000 in savings in special departmental expense. The Director said he could get for Council more detailed information regarding the estimated savings in the current operating budget.

The City Council postponed authorizing a contract for construction of an office for the Equipment Services Shop Manager pending receipt of additional information regarding the budget detail, savings and when the need developed.

TAX EXEMPT FINANCING REFORM ACT (TEFRA) HEARING:

Council was advised that the applicant has withdrawn the request that Yolo County conduct a Tax Exempt Financing Reform Act (TEFRA) hearing on proposed affordable housing. The project was a 201 unit apartment complex on a 12 acre site at the northwest corner of Gibson Road and Ogden Street in the Southeast Area.

FUTURE MEETING AGENDA ITEMS:

Council Member Ryhal requested that persons who are concerned regarding a skateboarding program be given an opportunity to address the Council at its February 4, 1997 meeting. He asked that one of the volunteers, who is helping to

put the skateboarding program together and constructs parks in the bay area, be invited to speak at the February 18 Council meeting.

Council Member Flory advised that he will probably not be able to attend the March 4, 1997 Council meeting. He said he may arrive about 9:00 p.m. at that meeting.

Council Member Borchard requested that the Council discuss the issues of Little League opening its program to youths older than 12 years old and the impact on the Babe Ruth Program.

ADJOURNMENT:

At 9:45 p.m. the meeting was adjourned to January 28, 1997, 7:00 p.m.

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City Clerk of the City of Woodland