

Council Chambers  
300 First Street  
Woodland, California

September 7, 1993

The Woodland City Council convened a special session at 7:00 p.m. and immediately adjourned to closed session in the Second Floor Conference Room of City Hall to discuss a personnel matter. Council Members present at the meeting were: Rominger, Crescione, Flory, Sandy and Slaven; absent: none. City Manager Kris Kristensen was also present at the meeting.

Council adjourned the closed session and the special session at 7:32 p.m.

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

PLEDGE OF ALLEGIANCE:

Mayor Rominger 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, Flory, Crescione, Sandy, Slaven

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Kristensen, Sipprelle, Wegener, O'Toole, Nies, Wilson, McDuffee, Woodruff, Horgan, Bob Brunsell (legal counsel)

CITY MANAGER ANNOUNCEMENT:

City Manager Kris Kristensen announced that the Council met in closed session from 7:00 p.m. until 7:32 p.m. pursuant to Government Code Section 54957 to discuss a personnel matter. He said no Council action was taken at the meeting.

MINUTES:

On motion of Council Member Flory, seconded Council Member Sandy and carried by unanimous vote, the City Council approved the minutes of the regular meeting of May 18, 1993 (Mayor Rominger abstained), as prepared.

COMMUNICATIONS:

1. 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 Food Mart, 410

Walnut Street. Council received a list of the conditions which Police Lieutenant Del Hanson forwarded to ABC. These are the same conditions previously placed on this property.

2. From Matt Rexroad a letter was received submitting his resignation from the Parks and Recreation Commission.

The City Council accepted the resignation of Matt Rexroad from the Parks and Recreation Commission and directed staff to send a letter of appreciation to him.

3. From Nadine Noelting, Chair of the Child Care Commission, a memo was received urging the Council to keep the position of Child Care Program Manager in the 1993-94 Budget. This issue will be considered during the two public hearings on the FY 1993-94 General Fund budget changes scheduled for September 7 and September 21.

#### COMMITTEE REPORTS:

1. From Library Services Director Marie Bryan a report was received transmitting the minutes of the Library Board meeting of July 19, 1993. No Council action was necessary.

2. From City Manager Kris Kristensen a report was received transmitting the minutes of the Yolo County Transit Authority meeting of July 28, 1993. No Council action was necessary.

3. From Parks and Recreation Director Tim Barry a report was received summarizing action taken at the Child Care Commission meeting of August 4, 1993. No Council action was necessary.

4. From the Parks and Recreation Director a report was received summarizing action taken at the Commission on Aging meeting of August 10, 1993. No Council action was necessary.

5. From Assistant City Manager Kristine O'Toole a report was received transmitting the minutes of the Woodland Access 43 meetings of August 11 and 25, 1993. No Council action was necessary.

6. From the Assistant City Manager a report was received transmitting the minutes of the Personnel Board meeting of August 19, 1993. No Council action was necessary.

7. From Community Development Director Janet Ruggiero a report was received transmitting the minutes of the Southeast Area Financing Task Force meeting of August 13, 1993. No Council action was necessary.

#### PUBLIC COMMENT:

Mayor Rominger thanked Bill Hicks for serving as camera operator for the meeting. She also reminded members of the audience about the Stroll through History to be held on September 11, 1993. She said the activities will begin at Heritage Plaza in the

downtown area.

HEARING - FY 1993-94 GENERAL FUND BUDGET:

Mayor Rominger said this time was set for a hearing to receive input on proposed changes to the City's FY 1993-94 General Fund budget.

City Manager Kris Kristensen said this is the first of two public hearings regarding the 1993-94 General Fund budget changes. He said the State's action in the adoption of its budget hit the City's property tax, and the City will lose over \$800,000 just in property tax this year. That combined with previous efforts by the State to try to deal with the State budget problems bring a total of \$1.7 million annually in revenue reductions. On August 4 the Council set about the process to change this year's budget by \$1 million either in the form of reduced expenses on an annual basis or increases in revenues. He said on August 24 the Council was provided with a list of potential reductions in costs from each department which benefit from the General Fund. In addition to that the Council received a report outlining possible revenue increases which might be used to fill the gap. The Council at that time indicated it wished to have two public hearings on the matter -- this hearing as well as a hearing on September 21. Following the second hearing the Council will be expected to take some action on the budget changes. For this hearing the City Manager provided a listing of the cut options. Option A was more aggressive and includes \$631,449 in cuts and equipment rental expense reductions in the amount of \$200,000 for a total reduction of \$831,449. Option B was less aggressive with \$307,521 in cuts and \$200,000 in equipment rental expense reductions for a total of \$507,521. With Option A \$168,551 will be needed in potential revenue increases, and Option B would require an increase in revenue in the amount of \$492,479. The City Manager said the Redevelopment Agency might also consider participating in reimbursing costs of the General Fund in the Community Development Department.

Assistant City Manager Kristine O'Toole reviewed with the Council questions posed at the August 24 meeting. With regard to part time positions and consolidation of benefits she said Department Heads are being asked to look at potential cost savings in this area and report back to Council by September 14. With respect to contracting for City services she said the Parks and Recreation Department and the Public Works Department will be studying issues to determine if this change would be cost effective with current staffing levels. These programs include park and tree maintenance, equipment maintenance, sidewalk maintenance, and sand seals. With regard to Finance networking by computer to other departments she said this can be done and would make operations more efficient, and she asked that Council direct staff to explore the cost of hardware and software as well as personnel needed if Council desires further information. To reduce Police Officer hours in Court the Police Department is looking at two options. One proposal is subject to meet and a confer, and the other is subject to working with County staff. She said she will report back to Council on this issue. With regard to the Human Resources Department doing background checks for Police candidates she said this can be done but the processes are very different. The Police Department conducts a

very extensive background check of police officers and department heads, and there is not an in depth reference check for other personnel. She said she saw no cost savings in shifting this responsibility to the Human Resources Department. To turn the recreation programs over to other groups, the Parks and Recreation Director after reviewing the proposal suggested a contract arrangement for running the adult sports programs. The contractor could use City facilities, and the contractor would be responsible for program quality, fee collection and other issues. If this can be done, one full time and two part time positions could be eliminated for a total cost savings of \$55,000. With respect to the impact of recreation program cuts on children versus other age groups, the Parks and Recreation Director divided program participants into children, teens, adults, and seniors and provided a total budget with the cuts each has sustained over the past several budget cuts. The participant level for the swim program and youth recreation programs is being analyzed by the Parks and Recreation Department and will report to the Council on September 14 with information. Marketing Dubach and Harris fields and the Community Swim Center has been reviewed by the Parks and Recreation Department, and they feel they can work with the Chamber of Commerce to hopefully increase revenues. With respect to people using parking within a parking district, she said a staff committee has been reviewing alternative funding sources to pay for maintenance and the cost of parking lots for future acquisitions.

Tim Barry, Parks and Recreation Director, outlined some of the changes in budget cuts proposed for his department. He said when the Parks and Recreation Department put together its original budget cut list the assumption was made that they would be using dollars available from October through June of 1993. He said the City Manager had already factored that into the overall budget cut, so his staff annualized the cuts so that the cuts run the entire course of the fiscal year. He pointed out the proposed elimination of the Recreation Superintendent position which was originally a \$14,000 cut and is now a \$37,718 cut based on a full budget year. The original cut for reducing swim pool program part time positions was \$13,000, and the new annualized cut is \$22,000. The pool schedule has been reorganized so the Municipal Swim pool will be a swim lesson pool and there will not be any open swim programs. The open swim program will be at the Community Swim Center. Also, some equipment purchases and contract work at the cemetery were eliminated to provide a \$5,100 reduction. He said an original cut of \$2,000 to print pamphlets and brochures about the department's programs was reinstated. Lastly, he said the original cut list addressed eliminating the entire child care program. With the new budget cut listing the contract money and supply money will be retained, and the Child Care Manager will be changed to a three-quarter time position to be renamed as a Resource Specialist. This will bring the position to a classification lower than the mid-management classification in order to save sufficient funds for the department. The Senior Center Program Manager position was reinstated although the position is currently vacant. The budget proposes hiring the position but eliminating two part time positions at the Senior Center -- program coordinator positions. This cut would reduced about 250 hours from the remaining position at the Senior Center. Lastly, the proposed elimination of one park maintenance worker position (\$21,807) was eliminated from the proposed cuts.

Vice Mayor Sandy pointed out that all of the cuts outlined are proposed and have not yet been made.

Mayor Rominger opened the public hearing.

Nadine Noelting, Chair of the Child Care Commission, said she supported reinstating the Child Care Program to its full level with a full time position. She said she was concerned in general about maintenance of the HUD facility, and she said she was sure they had not met standards in the last six months. She said she would hate to lose that facility as well as the expertise in child care that would be available to the City of Woodland. She said these are issues the Commission would like to address.

Iver Johnson, 114 Valle Vista Place, Woodland, said he represents a growing organization of senior citizens in the City of Woodland which equal approximately 11 percent of the population (approximately 4,500). He urged that the budgets for the Police and Fire Departments be subjected to lessor cuts than have been proposed.

Jack Richter voiced concerns of Woodland Senior Center, Inc., and the current budget proceedings. He said the Senior Center budget represents about six percent of the total Parks and Recreation Department Budget and one percent or less of the overall City budget. He said a number of programs operate with a large number of volunteers, and they feel it is imperative that the Senior Center have the services of a full time, qualified manager to direct the programs and volunteers.

Susan Lundquist said she is a resident of Woodland, a Police Officer assigned to the Detective Division, and president of the Woodland Professional Police Employees' Association. She spoke on behalf of the impact of budget cuts on the Police Department.

Lew Harris, resident of Woodland, spoke in support of maintaining police and fire services.

Ernie Pfanner, representing the Yolo County Taxpayers Association, urged that no funds be cut from Fire and Police Departments.

John Ferns, member of Commission on Aging, said part of the Commission's responsibility is to review the Senior Center budget. He said if the Council decided not to reduce the Fire and Police Department budgets other departments will have to take a greater share of the cuts than the original 7 percent proposed. He said the Commission feels the Senior Center Manager is the most important position at the Center and should be the last job to go if the Senior Center is to function at all. He said the Senior Center Manager should be a full time position and should be occupied by a well-qualified person.

City Manager Kris Kristensen pointed out that the proposed budget cuts presented at this meeting as described by the Parks and Recreation Director include not cutting the full time Senior Center Manager position, and in its place he proposed that one way to achieve a \$16,000 cut was by the elimination of two special program manager positions which are part time.

Donald Zastoupil, 500 Greenwood Drive, Woodland, commented on the State Budget adoption and the shift to local government of the responsibility for determining service cuts and changes.

Jim Zuniga, resident of Woodland and Fire Engineer, gave his views of the lack of staff in the Fire Department contributing to the difficulty in fighting fires. He said in the last ten years the Fire Department has only grown by one fire fighter, and in this same time span the City has grown by 22 percent.

Tirso Serrano, Library Board member, presented Council with some reading material.

Dudley Holman said it is important to maintain adequate safety for our citizens. He also expressed his opposition to changing the City's election from April to the June primary date. He said he would advocate no cuts to Police and Fire Departments and restoring previous cuts made in those departments.

Mayor Rominger thanked the speakers for their comments.

Council continued the hearing to September 21, 1993.

**Council took a recess from 8:50 p.m. until 9:03 p.m.**

The City Manager said one of the questions the Council may respond to is the policy of the Redevelopment Agency reimbursing the General Fund for actual expenses the General Fund incurs related to redevelopment activities. The proposal under the Community Development Department list of cuts is to transfer 50 percent of the Planning Technician's time and 5 percent of the Director's time to the Redevelopment Agency budget. The Agency has not done so in the past to maximize tax increment for redevelopment projects. The Community Development Director estimates that 50 percent of the Planning Technician position represents \$18,769, and 5 percent of the Community Development Director position represents \$4,088. The City Manager said there will still be contributions made by the General Fund in the form of his time and the Finance Director's time.

Council Member Crescione said he is concerned that using Redevelopment money to pay for general fund expenses will reduce funds to spend on projects. He said this would necessitate reviewing the projects and determining which will be eliminated.

Council Member Slaven said he would like some detail information on overtime for all departments and to see the possibilities for reducing overtime to save costs.

Council Member Sandy said the City of Sacramento started the business of citing people who violate handicap parking laws. He suggested a more aggressive pursuit of those violations.

The City Manager pointed out that a cut item in the Police Department's budget submittal is the elimination of a parking enforcement part time position (\$15,323). He said with extra enforcement of parking regulations the City can not only recover the cost of that position but also make some money. He said his position is not to make that cut. Responding to a question from Council Member Crescione, he said he will report to the Council on September 21 regarding responses to the "Golden Ideas" suggested by City employees.

Council Member Sandy said he has heard many comments that public safety should not be cut, but he said public safety should be required to undergo public scrutiny and justify their expenditures just the same as other departments. He said if public safety is eliminated from the cut list then there will be deeper cuts in other operations in the City. He said that many citizens have commented to him that the City of Woodland represents more than public safety; the City represents a range of services, and the City will have to look at some revenue measures.

The City Manager said Option A includes about \$830,000 in cuts and \$113,000 are in the Police Department. He said that \$113,000 will have to come from another place if that cut is eliminated.

Council Member Flory said revenue will have to be raised. He said there is no way to make those cuts and still maintain any type of service in this community, except by raising revenues.

Council Member Crescione said he felt all departmental budgets should be reviewed. He said we need to be very careful to identify that General Fund money which provides for police and fire protection is truly budgeted from the General Fund, and for other things we chose to pay more. He said, for example, the landscaping and lighting district should be identified so that the fee imposed is not paying for police and fire services but paying for the lighting district. He said some day in the future if the voters decide they do not want to pay for the lighting district then the lighting district disappears but not the Police Department.

Council Member Slaven requested additional information on the equipment rental expenses and how much the proposed \$200,000 cut is in comparison with the total equipment rental fund.

The City Manager said the current equipment rental fund is approximately

\$900,000, and he did not feel it would be realistic to cut the fund more than \$200,000. He said staff can spend more time on reviewing policies regarding the equipment rental fund.

Mayor Rominger said the public hearing on the proposed changes to the FY 1993-94 General Fund Budget will be continued on September 21, 1993, at which time additional public testimony will be received.

#### TEMPORARY ADJOURNMENT OF COUNCIL MEETING:

Mayor Rominger temporarily adjourned the meeting of the Council at 9:23 p.m. in order to convene the meeting of the City of Woodland Redevelopment Agency Board of Directors. See Agency minutes attached to these Council minutes as Exhibit A. At 9:30 p.m. the Redevelopment Agency Board meeting was adjourned, and the Council meeting was reconvened.

#### REPORTS OF CITY MANAGER:

##### CONSENT CALENDAR:

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

##### RESOLUTION NO. 3759 - PAM SWARTWOOD:

The City Council adopted Resolution No. 3759, a Resolution of Appreciation recognizing the efforts of Pam Swartwood on Prairie Park improvements. An official dedication of the Prairie Park playground will be held September 14, 1993, at 7:00 p.m. at the park, and the resolution will be presented to Ms. Swartwood at that time.

##### COMPLETION OF COTTONWOOD/CROSS TRAFFIC SIGNAL PROJECT:

The City Council accepted as complete the traffic signals and safety lighting at Cottonwood and West Cross streets by M and M Electric; directed the City Clerk to file a notice of completion; and authorized the Mayor and City Manager to sign the notice of completion.

##### BEAMER-KENTUCKY ASSESSMENT DISTRICT:

The City Council authorized the Public Works Director to award a contract to Willdan Associates for construction management services for the Beamer-Kentucky Assessment District at a cost not to exceed \$428,000 plus 10 percent contingency; the City Council authorized the Public Works Director to award a contract to Laugenour and Meikle for design support services during construction for the

Beamer-Kentucky Assessment District at a cost not to exceed \$21,000 plus 10 percent contingency; and the City Council authorized the Public Works Director to issue a close-out order to Laugenour and Meikle's design services contract for \$39,038.77, which is \$13,571 more than originally approved by Council.

FINAL MAP NO. 4114 FOR EATON SUBDIVISION:

The City Council approved Final Map No. 4114 for Eaton Subdivision, a six unit (0.71 acre) subdivision located at the northeast corner of North Cleveland Street and Plane Avenue.

FINAL MAP NO. 3986 FOR FROMMELT SUBDIVISION:

The City Council approved Final No. 3986, Unit No. 2, for Frommelt Subdivision, a 13-unit (2.05 acre) subdivision located east of Walnut Street and south of Emerald Street.

PROCLAMATION FOR CALIFORNIA RIDE SHARE WEEK:

The City Council proclaimed September 20 - 24, 1993 as California Rideshare Week in Woodland.

DISCONTINUATION OF BUILDING DIVISION SURCHARGE:

The City Council was advised of the discontinuation of a Building Division surcharge on building permits for the purchase of computer equipment and software for the building division. Approximately two and one-half years ago the Central Permit Building Division Program was approved for purchase in the amount of \$12,500 with the adoption of Resolution No. 3603 allowing for a one and one-half percent surcharge on all permits to cover the cost of the program, training, installation and hardware. In March of 1993 that amount was increased to \$15,000 through Resolution No. 3714 for the replacement purchase of a new terminal. As of July 31, 1993 the total amount of \$15,000 has been recovered, and the surcharge has been discontinued.

REVISED SCHEDULE FOR GARBAGE/YARD REFUSE SERVICE RATES:

The City Council approved a proposal from Waste Management of Woodland to reflect increased landfill fees for October, November and December 1993 in a special one-year rate increase beginning January 1, 1994.

REGULAR CALENDAR:

CONTADINA DOWNSIZING:

The City Manager said there is little information about the downsizing of the operations of the Contadina Plant in Woodland. He said Contadina and Nestle Foods, owner, has not yet provided specific figures on the loss of jobs. The union representing the employees estimated their total work force at peak operation is approximately 800 people, 600 of which are seasonal and 200 are permanent employees. The union's understanding is that the number of employees will go down to 125 next spring, and only about 15 would be permanent employees. He said he was uncertain about the accuracy of those projections. He said if the figures are true there could be some significant effects on payroll reductions that the community would experience and resulting sales tax dollars lost.

Mayor Rominger said the plant manager called her last week for a meeting, and he advised that the closure was a reduction in labor but would give no details. She said he assured her that there was no problem with the City in its decision to downsize.

Vice Mayor Sandy said the Council needs to make an appeal to Nestle Foods to keep the plant operating in Woodland and to ask representatives to meet with the Council and discuss the issues.

Upon the suggestion of the City Manager the City Council agreed to join forces with the Chamber of Commerce and Congressman Fazio to make an appeal to Nestle to at least obtain some straight answers on the downsizing.

#### COUNTY ROAD 98 SOUNDWALL REPLACEMENT:

The City Manager said resolution has been reached on the issue of the County Road 98 soundwall. The Council previously agreed on August 4 to contribute \$33,000 toward the wall replacement effort. Later Lewis Homes agreed to contribute \$15,000 towards the project, and Attorney Blaine Juchau, representing most of the property owners has been working on a three party agreement with the City, Lewis Homes and the property owners. He said this will be a private project constructed on private property. The construction project will be done through a trust set up for the property owners with the funds contributed by all parties. The trust will be operated by Blaine Juchau, as trustee. The total cost of the project will be less than \$80,000. The City Manager recommended amending the current Capital Fund 02 budget by reducing the allocation to the microfilm/optical disk system purchase (Program No. 7266) from \$167,000 to \$134,000 and make a new \$33,000 allocation for the City's portion.

Council Member Flory thanked the City Manager and Blaine Juchau for their efforts in reaching agreement.

On motion of Council Member Slaven, seconded by Council Member Flory and carried by unanimous vote, the City Council approved the Mutual Release and

Settlement Agreement on the County Road 98 soundwall replacement and amended the Capital Outlay Fund 02 to allocate the City's \$33,000 share in the project.

CHANGES FOR DUTIES OF PARKS AND RECREATION DEPARTMENT COMMISSIONS:

Parks and Recreation Director Tim Barry reviewed proposed language changes to the City Code for the duties of the Parks and Recreation Commission, Child Care Commission, and Commission on Aging. He said the Commission chairs several months ago met to discuss the need to look at their powers and duties, and the recommendations were included in the Council's agenda material. He said the major change to the existing Code is to provide that each commission will review the portion of the City budget pertaining to their responsibilities and make recommendations to the City Council.

Council Member Crescione said he did not feel it was appropriate to have the commissions make budget recommendations directly to the Council. He said he felt the commissions should made recommendations to the Department Director. The director would then submit his recommendations to Council.

Council Member Sandy said he did not feel a City Code requirement was needed to require joint meetings. He said there should be enough flexibility to allow both the commissions and Council to meet jointly.

After further Council discussion the City Manager suggested that the language read that it is incumbent upon both the Commissions and the Council to keep each other informed about related issues. He said he did not feel a City Code provision was needed to allow the joint meetings of both bodies.

The Parks and Recreation Director said he will refer the proposed language to the City Attorney's office to draft an ordinance for Council approval.

JOINT AD HOC SENIOR CITIZENS SERVICES COMMITTEE:

The Parks and Recreation Director discussed with the Council the proposed formation of a joint ad hoc senior citizens services committee to work toward a better understanding of the different goals, duties and coordination of the Commission on Aging, Senior Center, Inc., and City staff.

On motion of Council Member Slaven, seconded by Council Member Flory and carried by unanimous vote, the City Council appointed Council Member Crescione to the joint ad hoc Senior Citizens Services Committee.

EQUAL EMPLOYMENT OPPORTUNITY PROGRAM:

Assistant City Manager Kristine O'Toole reviewed with Council a revised Equal Employment Opportunity Program. She advised that the City's Personnel Board assisted with the changes. The program includes a policy statement that the City of Woodland is an equal opportunity employer, methods by which the information would be disseminated, employment practices to insure opportunity with up to date job descriptions, job related qualifications and job related selection procedures.

On motion of Council Member Sandy, seconded by Council Member Flory and carried by unanimous vote, the City Council adopted a new Equal Employment Opportunity Program.

RATE REGULATION UNDER CABLE ACT OF 1992:

On motion of Council Member Sandy, seconded by Council Member Flory and carried by unanimous vote, the City Council adopted a certification to the Federal Communications Commission that provides notice that the City of Woodland intends to regulate the basic tier rate and associated rates for equipment and installation of Sonic Cable Television in the City of Woodland.

I-5 CORRIDOR LANDSCAPE PLAN:

Council Member Flory said he met with Council Member Crescione, the Community Development Director and several property owners along the I-5 corridor and discussed specific areas of mutual concern. He said the Community Development Department staff will try to develop the information from that meeting into a plan.

TRIP REDUCTION PLAN FOR CITY:

The Assistant City Manager reviewed for Council a proposed Trip Reduction Plan for the City to comply with the City's Trip Reduction Ordinance. She said the Plan provides for a trip reduction coordinator, and that will be handled by Gail Olson, Human Resources Specialist. The Plan includes methods of distribution of information about transit and bicycle paths and also provides for preferential parking for those employees who car pool to work. The Plan provides flexible working hours to reduce trips to the work place.

On motion of Council Member Slaven, seconded by Council Member Flory and carried by unanimous vote, the City Council approved Trip Reduction Plan for City

ADJOURNMENT:

At 10:28 p.m. the meeting was adjourned.

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City Clerk of the City of Woodland