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

March 6, 2000

## CITY COUNCIL REGULAR SESSION

Mayor Losoya opened the regular Council meeting at 7:00 p.m.

### PLEDGE OF ALLEGIANCE:

Mayor Losoya invited all in attendance to join him in the pledge of allegiance to the Flag of the United States of America.

### **ROLL CALL**:

COUNCIL MEMBERS PRESENT: Losoya, Borchard, Flory, Peart, Ryhal

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Richard Kirkwood, Phil Marler, Jean Kristensen, Ann

Siprelle, Gary Wegener, Steve Harris, Margaret Vicars, Henry Agonia, Maryjayne Coble, Rebecca Brown, Paul

Hanson, Del Hanson, George Bierwirth

### **MINUTES**:

On motion of Council Member Flory, seconded by Council Member Ryhal and carried by unanimous vote (Vice Mayor Borchard abstained), the City Council approved the minutes of the regular meeting of January 4, 2000, as prepared.

On motion of Council Member Ryhal, seconded by Council Member Flory and carried by unanimous vote, the City Council approved the minutes of the regular meeting of January 18, 2000, as prepared.

#### WRITTEN COMMUNICATIONS:

- 1. From Bryce L. Birkman, Executive Director of Woodland Economic Renaissance Corporation (WERC), a letter was received in support of the concept of hotel facilities located at the intersection of Interstate 5 and County Road 102. The letter outlined key elements that WERC felt were needed for such a project.
- 2. From Terry Bassett, Executive Director of the Yolo County Transportation District, a copy of a letter was received advising of the proposed new bus schedule and

route for service between Cache Creek Indian Bingo and Casino and the City of Woodland.

## **COMMITTEE REPORTS**:

- 1. From Library Services Director Marie Bryan a report was received transmitting the minutes of the Library Board of Trustees meetings of January 31 and February 7, 2000.
- 2. From Police Chief Del Hanson a report was received transmitting the minutes of the Yolo County Communications Emergency Services Agency Board meeting of February 2, 2000.
- 3. From Community Development Director Steve Harris a report was received summarizing action taken at the Planning Commission meeting of February 3, 2000, as follows:
  - a. Commission continued the draft animal keeping ordinance to the February 17, 2000, meeting.
  - b. Commission reviewed and approved the revised color schemes for the Woodmark Apartments.
  - c. Commission received an update on City and Regional efforts concerning the Habitat Conservation Plan Agricultural Conservation Easements.
- 4. From Public Works Gary Wegener a report was received transmitting the draft minutes of the Traffic Safety Commission meeting of February 7, 2000.
- 5. From Parks, Recreation and Community Services Director Henry Agonia a report was received summarizing action taken at the Commission on Aging meeting of February 8, 2000.
- 6. From the Community Development Director a report was received summarizing action taken at the Planning Commission meeting of February 17, 2000, as follows:
  - a. Commission instructed the applicant for Sycamore Pointe Apartments to work with the planning staff and their architect to resolve the problem of monotony in the color scheme.
  - b. Commission recommended approval to the City Council of the draft animal-keeping ordinance subject to the certification of the appropriate environmental documentation.

- c. Commission recommended to the City Council approval of Freeway Sign revisions to the Community Design Guidelines text changes and instructed staff to bring back the graphic changes to the Commission one more time.
- d. Commission received a report from Paul Hanson, Assistant Planner, on the effectiveness of the Community Design Guidelines. They instructed staff to report back to the Council that the Commission is supportive of the design review efforts and would recommend that the guidelines be revisited for adjustment.
- 7. From the Community Development Director a report was received transmitting the minutes of the Community Development Block Grant Committee meeting of February 29, 2000.

## **PUBLIC COMMENT:**

Former Mayors Dudley Holman and Gary Sandy stated that they were unified in their support of Measure H (sales tax measure) on the March 7, 2000 Primary Election Ballot and encouraged all voters to vote "yes" on Measure H.

Gary Christopherson expressed support for a "yes" vote on Proposition 22 (Limit on Marriages, Initiative Statute) on the March 7, 2000 Primary Election Ballot.

Tom Stoffregen spoke on behalf of the Cal Ripken Baseball League and the matter of fairness and equity. He said at start of the 1999 baseball season the Baseball Committee and the Parks, Recreation and Community Services Commission tried to work with the different baseball groups and tried to split up the baseball fields as equitably as possible giving the Cal Riken League Klenhard Field, giving the two Camarena Fields to Woodland Little League, and splitting Buchignani field. He said, however, that after the season was over a contract with signed with Woodland Little League giving them exclusive use of the snack bar at Buchignani field. He said the Cal Ripken League found out about the signing of that contract when they were trying to negotiate for field use for this year. He asked the City to read through the questions the Cal Ripken League posed and come to a conclusion as to whether the City acted in an impartial nature in signing the use agreement.

Vice Mayor Borchard asked staff to respond to the comments from Tom Stoffregen at the next Council meeting. The City Manager said Assistant City Manager Phil Marler and Parks, Recreation and Community Services Director Henry Agonia will review the process and report back to the Council.

Matthew Bedford spoke in support of Proposition 22 on the March 7, 2000 Primary Election Ballot and complained about "yes on proposition 22" sign removals.

German Madueno spoke in support of development of more soccer fields in Woodland. The City Manager agreed that staff will report back to the Council in April.

David Sevena and Juan Delequente spoke in support of the development of more soccer fields in Woodland and in support of Measure H.

## **COUNCIL STATEMENTS AND REQUESTS:**

Council Member Peart made a statement indicating that a couple of weeks ago he may have used the wrong word by saying "the Council is the boss" over the commissions that are advisory to the City Council. He said Webster's Dictionary definition of "boss" is "employer, manager, one that manages business." He said that is what the citizens of Woodland elected the Council to do. He said he is proud to be one of the Council Members who totally accepts that duty. He said during the past couple of weeks the word "boss" has been used, taken out of context and he hoped at this time the Council can get on with the real purpose of managing and solving the important issues that effect the City of Woodland.

### PRESENTATION FROM COMMISION ON AGING IN SUPPORT OF MEASURE H:

Betty Martin, Chairperson of the Commission on Aging, advised that the Commission on Aging voted unanimously on February 8, 2000 to adopt a resolution in support of Measure H. She then read the Commission's resolution of support and presented it to the Council.

### REPORT FROM HISTORICAL PRESERVATION COMMISSION:

Kathleen Davis, member of the Historical Preservation Commission, gave a report on the duties and responsibilities of the Commission.

## PROCLAMATION - WOMEN'S HISTORY MONTH:

On motion of Council Member Borchard, seconded by Council Member Peart and carried by unanimous vote, the City Council proclaimed March 2000 as "Women's History Month."

Mayor Losoya presented the proclamation to Yolo County Supervisor Lynnell Pollock. She invited the Council and members of the audience to attend the Women's History Month luncheon on Thursday, March 30, at Noon at the Heidrick Ag History Center.

### PROCLAMATION - RED CROSS MONTH:

On motion of Council Member Peart, seconded by Council Member Flory and carried by unanimous vote, the City Council proclaimed March 2000 as "Red Cross Month."

Vice Mayor Borchard presented the proclamation to Ruth Smith of Red Cross.

### **CONSENT CALENDAR:**

Mayor Losoya said the following agenda items are being removed from the Consent Calendar:

- 10. Introduce animal keeping ordinance (Council Member Peart requested a discussion.)
- 14. Amend Project Programming Summary Sheet for County Road 98 and Main Street intersection improvements; authorize design contract amendments
- 17. Authorize participation in Regional Request for Proposals for Waste Diversion Study
- 19. Authorize agreement for benefit cost analysis of Municipal Urban Forests

The Public Works Director said agenda Item Nos. 14 and 19 will be presented to Council at a future meeting. Items 10 and 17 were pulled from the Consent Calendar for further discussion.

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

# PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT REPORT:

The City Council received the monthly status report from the Parks, Recreation and Community Services Department.

### COMMUNITY DEVELOPMENT DEPARTMENT REPORT:

The City Council received the monthly status report from the Community Development Department.

# PUBLIC WORKS AND CAPITAL BUDGET IMPLEMENTATION REPORTS:

The City Council received the monthly status report and Capital Budget Implementation Report from the Public Works Department.

### TREASURER'S REPORT FOR JANUARY 2000:

The City Council received Treasurer's Investment Report for January 2000.

#### REPORT ON COMPUTER REPLACEMENT PROGRAM:

The City Council received a report from Information Systems Manager Gus Bush regarding the computer replacement program.

## RESOLUTION NO. 4168 - RE-ROOF INSPECTION FEES:

The City Council adopted Resolution No. 4168 revising Section 2-7 "Re-Roof Inspection Fees" of the City Of Woodland Building Permit Fee Schedule.

### RESOLUTION NO. 4169 - CALTRANS RIGHT-OF-WAY CERTIFICATIONS:

The City Council adopted Resolution No. 4169 granting the Public Works Director authority to execute Caltrans Right-Of-Way Certifications for Federally Funded Projects.

# RESOLUTION NO. 4170 - QUALITY ASSURANCE PROGRAM/FEDERALLY FUNDED PROJECTS

The City Council adopted Resolution No. 4170 approving the City of Woodland Quality Assurance Program dated March 1, 2000 for Federal-Aid Transportation Projects.

### APPLICATION FOR TRAFFIC SAFETY GRANT:

The City Council authorized the Police Department to apply for a two-year Office of Traffic Safety Grant. The grant will be used to obtain the necessary equipment and personnel for the Police Department to conduct two checkpoints to verify valid driver's licenses and check the sobriety of the driver.

#### LETTER OF APPRECIATION FOR MARYJAYNE COBLE:

The City Council authorized Mayor Losoya to sign a Letter of Appreciation recognizing Maryjayne Coble's service to the community as Senior Center Program Manager and approved presenting the Letter at her retirement event on March 9, 2000. Maryjayne Coble had been employed by the City of woodland since November 1993 and was retiring effective April 1, 2000.

### **ECONOMIC DEVELOPMENT REPORT:**

The City Council received a report on economic development from City Manager Richard Kirkwood.

#### AGENDA ITEMS REMOVED FROM CONSENT CALENDAR:

#### ANIMAL KEEPING ORDINANCE:

Council Member Peart said the issue of the animal keeping ordinance arose because there were some horses on residential property on Woodland Avenue. He said he thought the Council requested staff to report back to Council on the magnitude of the problem. He said he did not recall that ever happened. He said an ordinance is being presented to Council for introduction, and he is not sure the ordinance is necessary. He asked how many parcels in Woodland consist of one acre and how many problems we have had.

Community Development Director Steve Harris said the Planning Commission did discuss this issue and had asked staff to come back with a more thorough analysis of the number of properties in the City which are over one acre in size. He said that was presented to the Planning Commission at one of its public hearings, and it was determined that there were a handful of properties over one acre in size. The Planning Commission further discussed the ordinance itself and looked at other properties the proposed regulations could apply to as well as the types of animals, not just the large animals.

Council Member Peart said he has a problem when the regulations invade private property rights. He said for him to approve this ordinance he would need a better description of the problem. He said he did not think there was a problem. He said the only issue was the horse on Woodland Avenue which was raised about three or four months ago. He said he would like to know more detail about how many properties are involved and how many problems we have had in the past.

Vice Mayor Borchard said he agrees with Council Member Peart in that the Council needs more explanation. He said the ordinance seemed okay with him but he did not see the rush.

The City Manager said the animal keeping ordinance is then pulled from this agenda, and then once the information is submitted, the Council will make a determination if it wants to introduce the ordinance.

### COUNTY ROAD 98/MAIN STREET INTERSECTION IMPROVEMENTS:

The City Council postponed action on the amendment to the Project Programming Summary Sheet for County Road 98 and Main Street intersection improvements and authorization for design contract amendments.

### REGIONAL WASTE DIVERSION STUDY:

The City Manager said he was advised that the City may be able to participate in the Regional Waste Diversion Study without cost.

Rebecca Brown, Waste Reduction/Recycling Coordinator, said the Solid Waste Committee met and discussed the proposal for a Regional Waste Diversion Study. The Committee recommended approval of City participation at a cost of \$10,000. She said Tim Magill from Waste Management indicated that it was possible that the study can be done by Dr. Eugene Tseng, but at this time they are still negotiating what that contract involves and when the study could be done. She asked that Council approve the request for funds in case Dr. Tseng cannot perform the study, and then the City would still be on track in getting the project done on time. The time frame for the project is as follows:

Issue RFP March 14-20
Responses due April 10
Consultant chosen April 13

Approval of contracts 1<sup>st</sup>/2<sup>nd</sup> week of May

Final Report by consultant June 30

On motion of Council Member Ryhal, seconded by Council member Peart and carried by unanimous vote, the City Council authorized the City of Woodland to participate in a Regional Request for Proposals for a Waste Diversion Study at a cost not to exceed \$10,000.

### **MUNICIPAL URBAN FORESTS**:

The City Council postponed action on the authorization of the Public Works Director to enter into an agreement to participate in a benefit cost analysis of Municipal Urban Forests.

## **REPORTS OF THE CITY MANAGER:**

### **REGULAR CALENDAR:**

# RESOLUTION NO. 4171 - COUNTY BUILDING AT COTTONWOOD AND BEAMER STREETS:

Mayor Losoya said he has conferred with legal counsel regarding the issue of the County's building at Cottonwood Street and Beamer Street and there is no legal conflict, but since he is employed by the County and this site is next to the building in which he works, he will abstain from the discussion and the vote.

Community Development Director Steve Harris said the matter of Yolo County's planned Social Services Building and Resolution of Consistency for the proposed building is before the Council in accordance with Government Code Section 65402 which requires that when a public agency acquires or disposes of property that there be a finding of General Plan consistency with the local agency. He said a County representative is present to make a presentation about the building, and he asked the Council following the presentation make a finding of consistency. He said the General Plan designation for this area is public service, which is governmental or institutional uses. The project will be coming forward to the Community Development Department in the near future and will go through a site plan approval with the different departments of the City and staff will be working closely with the County of Yolo and the County's contractor.

John Siden, Yolo County Central Services, Supervisor Lynnell Pollock, Supervisor Tom Stallard and Assistant County Counsel Steve Basha were present at the meeting. Mr. Siden gave background on the building proposal. He said after reviewing the County's various options the Board of Supervisors decided to enter into an agreement to sell a parcel of property with the understanding that a developer would build a building to the County's specifications and agree to lease the building back to the County. He said offices across the street from the site are the County's Alcohol and Drug Program Offices, Mental Health Offices, and the Health Department. The Adult Day Health Care Center is located to the north on Cottonwood Street. He said this proposed social services building is a natural function and will facilitate getting these services to the public.

On motion of Council Member Ryhal, seconded by Council Member Flory and carried by the following vote, the City Council adopted Resolution No. 4171 and made the finding that the proposed disposition of 6 acres of County land located at the northwest corner of the intersection of Cottonwood and Beamer Streets is consistent with City of Woodland General Plan pursuant to Government Code Section 65402:

AYES: COUNCIL MEMBERS: Borchard, Flory, Peart,

Ryhal

NOES: COUNCIL MEMBERS: None ABSENT: COUNCIL MEMBERS: None

ABSTAINED: COUNCIL MEMBERS: Losoya

#### **DESIGN REVIEW:**

The Community Development Director said Council requested a report on the effectiveness of the City's Community Design Guidelines adopted in 1998. He said the Council received a staff report which listed all of the policy documents which guide design review in the City as well as those projects that have come forward since the Guidelines were adopted in 1998. The report also included the City's current design review and application process for development projects. In 1998 a manual was adopted with accepted or preferred design guidelines or standards from various types of development and shortened the development review process. He said if a use is allowed by right in a particular zone and is consistent with the Design Guidelines then it goes through an administrative design review and approval process without the need for a special use permit or special design review by the Planning Commission or the City Council. He said when there are changes, such as color changes, the Planning Commission has been asked to make a determination.

Assistant Planner Paul Hanson said design review is the systematic assessment of the three-dimensional configuration, design, and materials to be incorporated on a site. It is based upon a community's established standards, adopted review principles and commonly accepted design practice. He said Woodland's sense of community is rooted in the history of Woodland, excellent neighborhoods, tree canopy and landscaping, small town feel and architectural He said the community has the right of community visual selfdetermination in order to maintain and enhance Woodland's image. The Design Review process is a means of ensuring the compatibility of building design with local visual character and aspirations. He then gave a brief history of design review in Woodland, how the process works in other communities, and the process in Woodland. He said if the applicant does not like the decision at the administrative level, the decision can be appealed to the Planning Commission or the City Council. He gave a slide show on some of the projects in the City that have been through design review. He concluded with a videotape entitled "Eye on America."

### WEB SITE DESIGN CONTRACT

Finance Director Margaret Vicars requested Council approval of an agreement for implementation and completion of a web site design. She said in January staff was authorized to negotiate a scope of work and costs for that scope of work. Since that time, she said, staff has had discussions with the two principals of Virtual Market Enterprises (VME), Richard Yamagata and John F. Laugenour, regarding this project. She said her staff report includes the scope of work, the original proposal from VME and an addendum, which was done on February 20. The cost of the original project is still projected to be \$3,700 to

\$4,635. Any training for staff that might be needed would cost \$45 per hour, and in addition there is a cost in their proposal for hosting the Web Site at VME which would run about \$450 per month. She said a hosting would include the update of up to 240 pages per month. With the City's current size of 120 pages, that would result in two updates per page per month. She said at this time staff is not recommending hosting at VME. Currently the Library and the City web site are being hosted at Mother.Com, and the Police Department is currently going through VME. The Finance Director said the service agreement with VME will provide a consistent design for all City departments, but she is not proposing consolidating the hosting sites for every department.

On motion of Council Member Ryhal, seconded by Council Member Peart and carried by unanimous vote, the City Council authorized the Finance Director to enter into an agreement with Virtual Market Enterprises, Inc. (VME) for implementation and completion of web site design.

## IDLE WHEEL/ROYAL PALM MOBILE HOME PARK UPDATE:

City Manager Richard Kirkwood advised that the consultant of the Idle Wheel and Royal Palm Mobile Home Park tenants association, David Thompson, suggested that he and a member or two of the City Council engage the current owner of the Parks, Jesse Yohanan, in a discussion regarding the tenants purchasing the Parks. He said Council Member Flory has had conversations with Mr. Yohanan, and it is likely that a meeting could be scheduled next week. He said the City Attorney did review the additional information that was provided. and she has indicated that the request for funds in the amount of \$4,850 to conduct the survey and move towards affordable mobile home park ownership is a reasonable and legal use of public funds. He said they are moving forward with the Community Development Block Grant process and there will be another hearing on March 29 for those CDBG requests, and the Council then will make a decision on April 18. The City Manager said he received two sets of ordinances (one from the City of San Rafael and the City of Santa Rosa) from Mr. John Irvin of Idle Wheels Mobile Home Park. He said he has asked City Redevelopment Coordinator John De Weerd to review the ordinances for a staff review and depending on the outcome of the meetings with Mr. Yohanan that information would come forward for the Council to make a determination as to which way it would like to proceed or not.

Council Member Flory said Mr. Yohanan agreed to come to Woodland next Wednesday to listen to what the Council Members have to say, but has not indicated his desire to sell the mobile home parks.

The City Manager said he will be in Washington D.C. next week, so the Council agreed that Assistant City Manager Phil Marler could take his place.

On motion of Council Member Borchard, seconded by Council Member Peart and carried by unanimous vote, the City Council appointed Council Members David Flory and Daniel Ryhal and the City Manager to meet with Jesse Yohanan to determine his level of interest in making Idle Wheel Mobile Home Park and Royal Palm Mobile Home Parks available for sale to the tenants of the park association, and the subcommittee will make a recommendation on the use of the \$4,850 being requested.

## **ADJOURNMENT**:

At 8:50 p.m. the regular meeting was adjourned.	
City	Clerk of the City of Woodland