

Council Chambers

300 First Street
Woodland, California

June 17, 1997

The Woodland City Council met in special session at 6:00 p.m. in the second floor conference room of City Hall in order to convene a closed session. Before the closed session the City Manager announced that two closed session topics were scheduled for this meeting. The first was a conference with Legal Counsel regarding existing litigation (Sec. 54956.9(a). The name of the case was Winger, Fahrig, et al, v. City of Woodland (U.S. District Court, Eastern District of California, Case No. CIV-S-96-483 GEB GGH). The second closed session dealt with public employment (Sec. 54957) in regard to the following positions: Accountant, Accounting Manager, Account Clerk I/II, Assistant Finance Director, Information Systems Manager, Accounting Supervisor. Council Members present at the meeting were: Borchard, Losoya, Ryhal. Council Members absent: Flory and Rominger. City Manager Kris Kristensen, Assistant City Manager Phil Marler, Police Chief Russ Smith and Finance Director Margaret Vicars also attended the closed session.

The special session and closed session were adjourned at 7:05 p.m.

The Woodland City Council met in regular session at 7:10 p.m. in the City Hall Council Chambers.

PLEDGE OF ALLEGIANCE:

Vice Mayor Losoya opened the meeting and invited everyone present to join him in the pledge of allegiance to the Flag of the United States of America.

ROLL CALL:

COUNCIL MEMBERS PRESENT: Borchard, Losoya, Ryhal,
Flory (arrived at 7:25 p.m.)

COUNCIL MEMBERS ABSENT: Rominger

STAFF PRESENT: Kristensen, Sipelle, Marler, Ruggiero,
Winnop, Wegener, Vicars, Ponticello,
McDuffee, Barry, Hanson, Horgan

CITY MANAGER ANNOUNCEMENT:

City Manager Kris Kristensen announced that the City Council just completed a

closed session on two matters listed on the agenda dealing with public employment and another matter regarding existing litigation. These are items permitted for closed session pursuant to the Government Code.

MINUTES:

On motion of Council Member Ryhal, seconded by Council Member Borchard and carried by unanimous vote, the City Council approved the minutes for the regular Council meeting of April 1, 1997, and adjourned Council meeting of May 27, 1997, as prepared.

COMMUNICATIONS:

1. From Anthony Provine a letter was received submitting his resignation as a member of the Commission on Aging. The City Clerk advised that Mr. Provine has agreed to serve until a successor can be appointed or until he completes his move to the Seattle area. She said a letter of appreciation will be sent to Mr. Provine when he completes his service on the Commission.

Council was also advised that Commission on Aging Member Frank Cobos had recently passed away, and a letter of appreciation will be sent to his family for his services on the Commission.

Council appointed Council Members Losoya and Ryhal to interview candidates for Commission on Aging.

2. From City Treasurer Ann Hanson a memo was received advising of the City's investment activity for the month of May 1997.

3. From Finance Director Margaret Vicars a memo was received advising of accounts payable and payroll paid by the City of Woodland for May 1997.

4. From the Law Office of Maryellen Laumbach a claim against the City was received on behalf of Leonard Singh, a minor, by and through his guardian ad litem Sonia Singh, Nicky Singh, Sabrina Valle, Sharon Laredo, Rachel Martinez, and Sandra Magallanas. The claim was filed in regard to a shooting incident which occurred on December 14, 1996. The City's insurance representative recommended that the claim be rejected and referred to them.

On motion of Council Member Borchard, seconded by Council Member Ryhal and carried by unanimous vote, the City Council rejected the claim against the City filed by Leonard Singh, et al, and referred the claim to the City's insurance representative.

COMMITTEE REPORTS:

1. From City Manager Kris Kristensen a report was received transmitting the minutes of the Yolo County Transit Authority Board meetings of April 23 and April 30, 1997.

2. From Police Chief Russ Smith a report was received transmitting the minutes of the Yolo County Communications Emergency Services Agency Board meeting of May 7, 1997.

3. From the City Manager a report was received transmitting the minutes of the Yolo Solano Air Quality Management District Board meeting of May 14, 1997.

4. From Human Resources Manager Dean Gualco a report was received transmitting the minutes of the Personnel Board meeting of May 29, 1997.

5. From Community Development Director Janet Ruggiero a report was received transmitting the minutes of the East Street Corridor Specific Plan Committee meeting of June 4, 1997.

6. From the Community Development Director a report was received summarizing action taken at the Planning Commission meeting of June 5, 1997, as follows:

- a. Commission canceled the July 3rd meeting due to a lack of items.
- b. Commission recommended approval to the City Council of the rezoning to General Commercial of 40 acres of land located just south of County Fair Mall.
- c. Commission continued until June 19 a conditional use permit application for the Les Schwab Tire Center at 65-77 West Main Street. The Commission continued the item in order for additional noise analysis to be conducted.
- d. Commission postponed a presentation on the Brown Act by City Attorney Ann Siprelle.
- e. Commission recommended to the City Council that the abandonment of the linear park strip and walking paths in the North Park No. 4 subdivision is consistent with the General Plan. This item will be addressed at the July 1 Council meeting.

7. From the City Manager a report was received transmitting the agenda for the County/City 2 x 2 meeting of June 11, 1997.

PUBLIC COMMENT:

Sandra Briggs thanked the students and staff of Cache Creek High School who

developed and displayed a presentational art exhibit which began on June 5 and ended on June 13 at the Courtyard of the City Library.

PRESENTATION - FERNS PARK PLAYGROUND IMPROVEMENT PROJECT:

Parks, Recreation and Community Services Director Tim Barry said at the May 20 Council meeting Brad Gollobber of the Woodland Community Park Steering Committee outlined a proposal to establish a unique playground project at Ferns Park and requested \$40,000 in seed money from the City to do so in the coming year. He said the Parks, Recreation and Community Services Commission has recommended to the Council an expenditure of \$80,000 in 1997-98 to replace playground equipment at both Southland Park (\$25,000) and Ferns Park (\$55,000). However, since these projects are in the General Capital Outlay Fund of the Capital Budget there is minimal funding. There is no funding source identified as yet to build these projects because the 02 fund is underfunded for Capital Projects. The Commission and staff enthusiastically endorsed Pauly van Muyden's community built park playground concept at the April 16 meeting. He said staff is excited about working with Ms. van Muyden's group to try to establish more playground equipment at parks.

Pauline van Muyden said there is no competition between playground equipment at Ferns and Southland Parks. In March she said she appeared before the Commission with an idea for a community park. She said the first decision was to choose a park site, and the criteria was based on a large park for picnics, houses surrounding the site, and school connection for involvement and ownership. Of the eleven Woodland children's parks, she said Ferns Park had the most qualifications and the added benefit of the multiple housing which is close by. She said the four-member Steering Committee's proposal for the \$40,000 is actually less than the amount requested by the Park, Recreation and Community Services Commission of \$55,000. She suggested that the Council vigorously search for moneys to get the Ferns "magical and magnetic" park as a partnership with the community and replace the playground equipment needed at Southland Park. The Steering Committee includes Carol Souza Cole, Brad Gollobber of the Whitehead PTA, and Les Engleman of the Woodland Rotary Club.

Brad Gollobber assured the Council that the Committee is very mindful of the cost factors of their proposal, and the Committee is planning a community-wide fund raising effort to reach local businesses and individuals. He said they plan to build a donor wall to give recognition of those who contribute to the project. He said they are also looking into creating an endowment fund to help with some of the maintenance costs after completion of the project. Also, he said there will be an insurance policy for the construction phase that will cover the liability aspect.

Council Member Flory arrived at the Council meeting at 7:25 p.m.

George Berretoni, in-coming President of the Woodland Rotary Club, said his Club has committed to a community project each year, and he committed his Club to donating \$10,000 for this project. He said by contributing \$10,000 the Rotary Club is not

just another funding source, and he said the Club is desirous of having the project completed in a timely manner.

Pam Swartwood spoke on behalf of playground equipment for Southland Park. She said a petition was circulated and there were 109 people who signed requesting that the Council fund play equipment at Southland Park.

The City Manager said the City has been struggling with the financing of improvements to parks and replacing equipment at parks. He said there is a development fee for new park lands which helps the City acquire new park land, develop it and put it into place. That system has been used for about 17 to 18 years, but the key feature is that the system expands new park facilities and ball fields. When there is retrofitting of existing parks for playground equipment, the City relies on existing community contributions for those types of expenditures. He said the City has been noticeably short of those types of funding for a long time. He said the Capital Budget for this coming fiscal year can accommodate both the Ferns Park proposal and Southland playground equipment, but it requires dipping into the General Fund reserves to accomplish that. He said that is a short term solution for those parks only, and there are other parks which will need some help down the road. The General Fund will not be able to handle all of those needs. He said the City encourages groups such as the Community Park Steering Committee because they will develop some dollars toward some park projects. Also he said the standards of park play equipment is significantly different than it was ten years ago, and funding is always a problem.

Responding to a question from Vice Mayor Losoya, the City Manager said the action on this request will be considered during the Regular Calendar item on the Capital Budget.

TEMPORARY ADJOURNMENT OF COUNCIL MEETING:

Vice Mayor Losoya temporarily adjourned the meeting of the Council at 7:38 p.m. in order to convene a meeting of the Woodland Redevelopment Agency Board of Directors. See Agency minutes attached to these Council minutes as Exhibit A. At 7:48 p.m. the Redevelopment Agency Board meeting was adjourned, and the Council meeting was reconvened.

REPORTS OF THE CITY MANAGER:

CONSENT CALENDAR:

Council Member Ryhal requested that the renewal of the Aeromodeler's lease at Community Park be removed from the Consent Calendar. Council Member Flory requested that the bid award for installation of Cemetery internment vaults be removed from the Consent Calendar. Council Member Borchard requested that the completion of Klenhard Youth Sports Complex construction and the HUD homeless services grant agreement 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:

POLICE STATION ROOF REPLACEMENT:

The City Council (1) awarded the contract for services to Wirth and McCandless, AIA, for design services for the Police Station Roof Replacement, Project No. 97-33; (2) authorized expenditures in the amount of \$4,200 for the services; and (3) authorized the Public Works Director to execute the contract on behalf of the City.

LEAVE OF ABSENCE FOR LIBRARY BOARD MEMBER:

The City Council approved a leave of absence for Sandra Briggs from the Woodland Public Library Board of Trustees for the period of June 20, 1997 through August 18, 1997.

RESPONSE TO 1996-97 YOLO COUNTY GRAND JURY REPORT:

The City Council approved the response to the 1996-97 Yolo County Grand Jury Report regarding application of the Ralph M. Brown Act within Yolo County.

RESOLUTION NO. 3995 - STATE ROUTE 16 PARKING RESTRICTIONS:

The City Council adopted Resolution No. 3995 restricting parking along portions of State Route 16 (east side of County Road 98) adjacent to residential areas from West Main Street to the northern City limit boundary.

FAIR HOUSING SERVICES:

The City Council authorized the City Manager to sign a renewal of the Joint Powers Agreement dealing with Fair Housing Services and approved an agreement with the City of Davis to provide Fair Housing Services.

REGULAR CALENDAR:

INSTALLATION OF CEMETERY INTERNMENT VAULTS:

On motion of Council Member Flory, seconded by Council Member Ryhal and carried by unanimous vote, the City Council awarded the bid for the installation of pre-buried internment vaults at the City's Cemetery to Cordeiro vault Company in the amount of \$14,790.

AEROMODELER'S LEASE AT COMMUNITY PARK:

On motion of Council Member Ryhal, seconded by Council Member Flory and carried by unanimous vote, the City Council approved a term extension of ten years for the Woodland/ Davis Aeromodelers for their lease of property at Woodland Community Park.

KLENHARD FIELD YOUTH SPORTS COMPLEX COMPLETION:

On motion of Council Member Borchard, seconded by Council Member Ryhal and carried by unanimous vote, the City Council accepted as complete the construction of Klenhard Field Youth Sports Complex by Olympic Landscaping of Sacramento, CA; directed the City Clerk to file a notice of completion on this project; and authorized the Mayor and City Manager to sign the notice of completion.

CONTRACT FOR HUD HOMELESS GRANT:

On motion of Council Member Borchard, seconded by Council Member Flory and carried by unanimous vote, the City Council authorized the City Manager to sign an amended agreement with Yolo County to continue administration of the HUD Homeless Services Grant.

CAPITAL BUDGET UPDATE:

Public Works Director Gary Wegener highlighted the proposed Capital Budget for FY 1996-97 and FY 1997-98 and the preliminary project listing for 1998-99. He said the Preliminary Capital Budget was presented to Council at the May 20 meeting, and he proposed some changes. He requested that the Council delegate authority to the City Manager to solicit proposals, negotiate award and execute design contracts for approved projects that are in the Capital Budget, if they are within scope and budget. He said \$65,000 is proposed for playground equipment, and the proposed projects for 1997-98 were Ferns and Southland Parks.

Finance Director Margaret Vicars said the funding will be available for Ferns and Southland Parks based on the proposed \$100,000 transfer from the General Fund Reserves.

Council discussion followed. Council Member Flory suggested that a Capital Budget update be placed on each Council meeting agenda.

On motion of Council Member Flory, seconded by Council Member Borchard and carried by unanimous vote, the City Council (1) authorized \$100,000 from FY 1997-98 General Fund Reserves to Fund 02 General Capital Outlay; (2) approved the Capital Budget for the current year (1996-97) and budget year 1997-98; (3) delegated authority to the City Manager to solicit proposals, negotiate, award and execute design contracts for approved projects that are within scope and budget; and (4) delegated

authority to the City Manager to solicit bids for construction contracts that are within scope and budget as approved by the City Council.

PURCHASE OF DEFIBRILLATORS AND RELATED EQUIPMENT:

Acting Fire Chief Dave Ostebo said to date \$20,175 has been placed into the fund for providing a defibrillation service for Woodland citizens and visitors to Woodland. He said \$8,000 was allocated to this fund last year from the PERS reimbursement funds. Also \$8,669 was placed into the fund from Strike Team reimbursement and \$3,506 from local donations (\$2,500 from Woodland Kiwanis, \$1,000 from Native Daughters of the Golden West and \$6 in cash). An additional \$8,000 was included in the FY 1997-98 Budget bringing the total amount as of July 1st to \$28,175. The total cost required to purchase the equipment is approximately \$34,700, and he requested the balance of \$7,000 from contingency funds.

On motion of Council Member Flory, seconded by Council Member Borchard and carried by unanimous vote, the City Council authorized an amount not to exceed \$7,000 from FY 1997-98 Contingency Funds to provide the money necessary to complete the purchase of four (4) defibrillation units and related equipment to provide improved medical aid for heart attack patients; and Council also authorized the sole source purchase of the units, the ZOLL Model 1600.

ORDINANCE NO. 1295/RESOLUTION NO. 3996 - SPECIFIC PLANS:

Senior Planner Colleen McDuffee explained that the new General Plan calls for new residential areas of the City to be developed through the use of specific plans. In past years the City was entirely responsible for overseeing their preparation. With the new General Plan the City Council has decided that private parties can prepare the specific plans and then submit them for review to the City. Since this is a change she said it would be helpful to give the applicants some guidelines about the process of submitting a specific plan. She reviewed the proposed Ordinance and Procedures and Preparation Guide.

Tom Lumbrazo from Chrysalis Group said they would like to start the specific plan process as soon as possible, and he submitted an information memo to Council regarding how the infrastructure needs to be handled because of the storm drainage and sewer capacity lines in Gibson Road.

On motion of Council Member Flory, seconded by Council Member Ryhal and carried by unanimous vote, the City Council introduced and read by title only Ordinance No. 1295, "An Ordinance of the City Council of the City of Woodland Adding Chapter 24A to the Woodland Municipal Code Relating to Specific Plans"; and Council adopted Resolution No. 3996, adopting the Specific Plan Procedure and Preparation Guide.

ADVANCE OF FUNDS FOR SPECIFIC PLAN IMPLEMENTATION

PROJECTS:

The Community Development Director said the City Council when taking action to proceed with the preparation of the Specific Plan process for the new areas of development requested that the development community and/or property owners be responsible for prepayment of contract costs and staffing costs. This was done to facilitate the two-year time frame that was requested. She presented a proposed standard agreement form.

On motion of Council Member Borchard, seconded by Council Member Ryhal and carried by unanimous vote, the City Council approved the standard form of the Agreement for the Advance of Funds for all development related costs which require prepayment for activities and for staffing related to the Planned Neighborhood Specific Plans.

AGREEMENT WITH SCHOOL DISTRICT FOR D.A.R.E. PROGRAM:

Police Lieutenant Rich Lansburgh explained a proposed agreement with the School District which represents a cooperative partnership to share costs of providing the D.A.R.E. curriculum to local school children. He said the School District in years past has funded the Attendance Recovery Officer with about \$31,000 which is about half the cost of a full time employee. He said this position has been known as the Truancy Officer. The school District's funding comes from a grant which requires them to use funds on programs that have direct impact on drugs, alcohol and tobacco education. To accomplish that, he said the School District proposes to shift their funding from the Truancy Officer to the D.A.R.E. officer, and he said the proposed agreement facilitates that shift in funding from the Truancy Officer to the D.A.R.E. officer. There will be no additional expense to the Police Department because of this agreement. He said the new agreement has an automatic renewal clause every September 1. The agreement also provides for termination with proper notice.

Council Member Borchard said he felt the School District has a role in sharing with the cost of the Attendance Recovery Program. He said he is aware there is no increase in cost to the Police Department and funds are only being shifted, but he said the School District should share the responsibility with the City.

Lieutenant Lansburgh said the Police Chief shares Council Member Borchard's view on that issue. He said this particular funding of \$31,000 which the District has been applying towards the Truancy Officer needs to be directed to drugs, alcohol and tobacco education.

The City Manager said he could send a letter to the School District with the agreement explaining Council's position. Other Council Members concurred with sending the letter.

On motion of Council Member Ryhal, seconded by Council Member

Borchard and carried by unanimous vote, the City Council authorized the Police Chief to sign an agreement with the Woodland Joint Unified School District to enter into a cooperative partnership to share costs of providing D.A.R.E. curriculum in the City's schools.

FY 1997-98 PRELIMINARY OPERATIONS AND MAINTENANCE BUDGET:

Finance Director Margaret Vicars reviewed changes to the FY 1997-98 Preliminary Operations and Maintenance Budget since the May 27 Council meeting. She gave Council a work sheet explaining the changes. She said \$17,000 was approved in the Redevelopment Agency Budget for a Code Enforcement Officer, and the other half of the \$34,000 nine-month position is included in the Operation and Maintenance Budget. She estimated there would be approximately \$10,000 in possible revenues from the Code Enforcement Program. She said this brings the net increase in the General Fund budget to \$7,000 if the City can recoup \$10,000 from the program. Also, she said the Police Chief has offered \$4,250 from the Police Department Budget toward the Code Enforcement Officer which brings that net funding from the General Fund to \$2,700. With regard to the General Fund's additional support for the Economic Development Renaissance Program she said there was an understanding the City would pick up more than the original \$56,000, and she added another \$17,000 to that to bring the amount to \$72,000. In addition \$4,000 was added for promotion so the total City cost is \$76,000. Additional support of \$20,000 was added for economic development in the Redevelopment Agency, so that item added to expenses and reduced the fund balance. She also noted that the Community Development Department is noticing the increased costs in preparing agenda material, so another \$4,000 will be added to next year's budget for supplies and postage. She said all of these changes bring the estimated ending balance for June 30, 1998 from \$1,520,000 to \$1,493,000 which is about a \$27,000 increase in General Fund expenditures. In addition she listed the proposed \$100,000 transfer which was discussed with the Capital Budget, and that brings the ending balance for June 30, 1998 to almost \$1,394,000. She reminded Council that the original balance of \$1,520,000 included dollars that were to be used for bargaining unit settlement, and those dollars have not been taken out of this figure yet. In the past the City has maintained an 8 percent General Fund reserve, but with the changes, the General Fund Reserve is brought down to 6.5 percent for one year.

Council discussion followed.

On motion of Council Member Borchard, seconded by Council Member Flory and carried by unanimous vote, the City Council adopted the Preliminary Fiscal Year 1997-98 City Operations and Maintenance Budgets assuming the changes outlined by the Finance Director.

Council took a recess from 9:10 p.m. to 9:20 p.m.

WAGE ADJUSTMENTS FOR CERTAIN TEMPORARY EMPLOYEES:

On motion of Council Member Flory, seconded by Council Member Ryhal and carried by unanimous vote, the City Council adjusted certain temporary hourly wages, as listed below effective July 1, 1997, that are compacted by the recent increase in the minimum wage:

Position	Range				
	A	B	C	D	E
Activity Leader Level II	\$5.50	\$5.78	\$6.06	\$6.37	\$6.69
Activity Manager	\$6.25	\$6.56	\$6.89	\$7.24	\$7.60
Cashier	\$5.16	\$5.42	\$5.69	\$5.97	\$6.27
Lifeguard/Aide	\$5.76	\$6.05	\$6.35	\$6.67	\$7.00
Instructor/Lifeguard	\$6.87	\$7.21	\$7.57	\$7.95	\$8.35

CONTRACT FOR CITY USER FEE STUDY:

On motion of Council Member Borchard, seconded by Council Member Ryhal and carried by the following vote, the City Council approved the Finance Director entering into a contract with David M. Griffith and Associates (DMG) to conduct the annual Indirect Cost study and a City wide User Fee Study in an amount not to exceed \$30,000:

AYES: COUNCIL MEMBERS: Borchard, Losoya, Ryhal
 NOES: COUNCIL MEMBERS: Flory
 ABSENT: COUNCIL MEMBERS: Rominger

MUNICIPAL SERVICE CENTER ROOF REPLACEMENT:

Council postponed award of a contract for the Municipal Service Center roof replacement construction to allow additional time for staff to evaluate a protest filed by Hester Roofing.

UTILITIES MASTER PLANS:

On motion of Council Member Ryhal, seconded by Council Member Borchard and carried by unanimous vote, the City Council authorized the Public Works Director to execute contract amendments with the water, sewer, and storm drainage master plan consultants as follows:

1. Montgomery Watson for Phase A of the Water Facilities Master Plan in an amount not to exceed \$107,413 (includes 10% contingency);
2. CH2M Hill for Phase A of the Wastewater Facilities Master Plan in an amount not to exceed \$72,988 (includes 10% contingency); and
3. Borcalli and Associates for a complete Storm Drainage Facilities Master Plan in an amount not to exceed \$366,476 (includes 10% contingency).

FUTURE AGENDA ITEMS:

Council Member Borchard requested a future meeting agenda item regarding the possibility of a regional sewage treatment plant, including the cities of West Sacramento and Davis. Also, he suggested requesting that the School District Board televise its meetings.

ADJOURNMENT:

At 9:54 p.m. the meeting was adjourned to June 24, 1997, 7:00 p.m.

City Clerk of the City of Woodland

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