

Council Chambers
300 First Street
Woodland, California

May 30, 1995

The Woodland City Council met in adjourned session at 7:00 p.m. in the City Hall Council Chambers. Vice Mayor Rominger chaired the meeting

ROLL CALL:

COUNCIL MEMBERS PRESENT: Sandy, Borchard, Flory, Rominger, Slaven

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Kristensen, Vicars, Bryan, Barry, Rice, Smith, Ruggiero,
James, Ahlgren, Gatie, Utterbach,
Hanson, Langsburg, Gualco, Wegener,
Wilts, Brown, Buchanan, Monahan, Coble

PUBLIC COMMENT:

There were no public comments.

REVIEW OF PRELIMINARY FY 1995-96 OPERATING BUDGET:

City Manager Kris Kristensen gave Council an overview of the Preliminary FY 1995-96 Operations and Maintenance Budget. He asked the Council to address specifics at this meeting so that the Council will be prepared to adopt the budget on June 20.

Finance Director Margaret Vicars reviewed charts of the General Fund expenditures broken down by category (salaries, benefits, supplies and services, capital and education expenses and other expenses), the General Fund expenditure history, the General Operating Budget showing expenditures by fund, and the Operating Budget showing expenditures by department. The information indicated percentages for FY 1994-95 and the proposed figures for FY 1995-96. She said staff was directed to prepare a status quo budget for 1995-96, and as a result the FY 1995-96 budget only increased less than one percent for overall operations.

The City Manager said the Council is already dealing with the road maintenance issue. Currently the Road Maintenance Task Force is exploring different ways the City can fund maintenance of City streets. He said he hoped the result of the Task Force efforts will relieve the General Fund by \$170,000 which has been allocated for street maintenance cost.

Vice Mayor Rominger led the Council through a review of the various departmental budgets. She said she would like to add funds to the Council budget to improve the Council Chambers. She suggested possibly new chairs, new desk tops, etc.

The City Manager said staff will report back to the Council at a later date with a menu of options for improvements to the Council Chambers. He said he hoped to finance the improvements from the current 1994-95 Budget and said he is working with Vice Mayor Rominger and Council Member Flory to develop that list.

With respect to the City Clerk's budget the City Manager said the Preliminary 1995-96 Budget does not include \$4,800 estimated for additional County Election Office expenses to hold the City's municipal on March 26, 1996. That amount will be added to the budget.

The Council then reviewed the City Attorney and City Manager budgets. With respect to the Human Resources Budget Vice Mayor Rominger said the Police and Fire Departments provide employees for doing their own personnel and training services as well as testing, and she said maybe it would be more efficient to have another person in the Human Resources Division to assume the responsibilities for these services. She said the additional employee could relieve the Police and Fire employees from doing this personnel work.

The City Manager said a third employee in the Human Resources Division was cut in a previous budget year, and to add an employee back to the department would cost approximately \$35,000 to \$40,000. He said he did not feel the City has the resources to hire another person.

Vice Mayor Rominger asked for a staff report with an analysis to determine if an additional person in the Human Resources Division would be cost effective. Council Member Flory said he would support any change that would free up more police officers in the community.

The City Manager said he would report back to the Council with an analysis.

Mayor Sandy said Vice Mayor Rominger's proposal is acceptable, but he is not interested in adding any personnel at the administrative level for FY 1995-96.

Council reviewed the Community Development Department and Finance Department budgets. Council Member Flory asked if the Finance Director had planned to review the central stores operation with respect to efficiency.

The Finance Director said she will be looking at all of the various position descriptions in her Department to see how they all fit together. With respect to central stores she said staff is looking at a new computer program that will tie into fixed assets and improve efficiency and speed at central stores.

In regard to the Parks, Recreation and Community Services Department budget Vice Mayor Rominger inquired about park maintenance. She asked if keeping the park

maintenance staff working seven days per week year around means that the staff is working to its full capacity, and she asked if there is a method of measuring productivity. She also asked if there has been any comparison with private enterprise.

Parks, Recreation and Community Services Director Tim Barry explained the park maintenance operation.

Mayor Sandy inquired about the elimination of \$47,501 in non-personnel expenses in Program 420 for the Parks and Recreation Administration. Mr. Barry said that amount covers the Pacific Gas and Electric Company expenses, custodial services, building repairs, supplies and special ground maintenance for 1017 Main Street, the site of the former Parks, Recreation and Community Services offices.

The City Manager said the FY 1994-95 Budget covered maintenance of both the 1017 Main Street building and the current facility at 1122 Main Street. He said for FY 1995-96 there will only be expenses for the 1122 Main Street site.

Mayor Sandy said he felt \$47,501 was a large allocation to spend on a facility such as the offices at 1017 Main Street.

The City Manager said staff will report back to Council on the line items included in the \$47,501.

Council Member Slaven noted that one-half of the \$493,899 budgeted under Program 423 for Aquatics goes to the Woodland Swim Team. He said it is important to justify continuation of the expense and important to continue getting good participation in the program. He said the Swim Team participation has gone down, and the team is making efforts to increase participation. He said the City may be over subsidizing the program, and the City may need to look at the participation figures. He said the aquatics program is almost 20 percent of the Parks, Recreation and Community Services Department budget. He said there are many other programs, and there needs to be a balance.

Mr. Barry said the impact of the Swim Team on pool maintenance deals with keeping the pool open during the winter months. He said a good portion of the \$493,899 in expenses would still remain even if the Swim Team contribution were eliminated.

Council also discussed expanding the usage of Camp Packer Creek to other groups.

Mayor Sandy and Vice Mayor Rominger said they would like to see improvements made at Tredway Park. Mr. Barry said that Tredway Park is a water well site, and the new owner of the apartment complex adjacent to the park would like to work with the City on an upgrade.

Vice Mayor Rominger asked that the Parks, Recreation and Community Services

Department reevaluate the Recreation Supervisor position in the Child Care Program (427), particularly because of the new arrangement with the City of Davis for child care services in Yolo County. She said the City might want to consider a more appropriate alternative. Currently there is one position in the City's Child Care Program at three-quarter time for a total cost of \$45,951.

Mr. Barry said his Department has been evaluating the program since the City of Davis has taken the resource and referral function for Yolo County. He said the Child Care Commission has also been working on goals and the role of the Commission as it relates to other commissions in the Department. He said he feels there will be some resolution and clarification about the role of the child care position.

Vice Mayor Rominger said she and Mayor Sandy are meeting with the City Manager to look at the roles of the City commissions and the suggestions that the League of Women Voters presented to the Council.

With regard to the Police Department budget, Administration Program 530, Vice Mayor Rominger inquired about the increase in the Object Code 5150 line item of \$7,506 for increases resulting from health care costs. She said the City provides health club membership for police officers and asked if the incentives the City offers are cost effective.

The City Manager said one element of the health plan cost is totally related to the run out cost of changing health plans from the current program to a more premium based plan. He said this one time expense appears in almost each departmental budget, and it will not be repeated in the future. Regarding workers compensation, he said although the City did lower the overall costs for workers compensation, the City also redistributed how those costs are charged to different departments. The budget reflects increases in workers compensation for different departments.

Management Analyst Dean Gualco from the Police Department said the workers compensation claims which his Department have filed indicate a very good record, and that is somewhat attributed to the City's health plan. In regard to the \$7,505 figure he said that amount was the Police Department's percentage per employee of the City-wide increase in health care costs. He said this figure is somewhat unrelated to the Police Department's health club membership benefit.

The City Manager said one of the reasons the City has had a good workers compensation claims history is in part due to the health wellness program for the Police and Fire Departments. He said these programs have returned benefits to the City when the long term health claim costs are examined.

Police Chief Russ Smith, responding to questions from Council Member Flory, advised that the Police Department budget includes a \$28,725 increase for semi-automatic pistols, riot gear and body armor. He said the Department will receive a trade

in value for the old weapons, and the proposed purchase will be phased over a three-year period.

The Finance Director said the final cost figures have been received for the City's portion of the County Communications expenses, and \$6,000 to \$6,500 in General Fund expenses will be added to the 1995-96 Operating Budget for the Police Department.

Vice Mayor Rominger said she felt the cost figures for personnel costs were high, and she said she would contact Police Chief Smith or Lieutenant Charlie Wilts regarding her concerns.

Council had no comments regarding the Fire Department Budget and Library Budget.

With regard to the Public Works Department Budget the Director of Public Works said the Road Maintenance Task Force is moving along with its deliberations and hopes to have a report to Council on June 20. He then responded to questions from Vice Mayor Rominger regarding the purchase versus leasing of vehicles.

Parks, Recreation and Community Services Director Tim Barry then briefed the Council on a memo he submitted regarding his proposed expenditures for a \$50,000 savings in his 1994-95 Departmental budget. The savings resulted when the Department had budgeted for both maintaining the 1017 Main Street former office facility and the new facility at 1122 Main Street. He proposed that the maintenance allocation which will not be needed for the 1017 Main Street offices be used to fund additional clerical help that had been cut over recent years. He said the Child Care Commission reviewed the budget and approves the Department-proposed funding level. The joint budget committee representing the Commission on Aging and Senior Center, Inc., recommend an additional temporary, part-time Senior Center Facility Aide position to maintain a safe and secure facility in the evenings when the Center is used by community groups. This position would accomplish this on a year-round basis at a cost of \$7,515 (1,250 hours, including benefits). He said the Parks and Recreation Commission recommends funding a 1,000 hour temporary, part-time position needed for year-round turf and irrigation maintenance on the 15 acres of soccer fields which will be developed. The first year cost is estimated at \$33,200 including salary/benefits, supplies, equipment rental and purchase of a tractor/mower. Subsequent year costs are estimated at \$19,700. He said his staff also recommends an additional 1,000 hours of part-time clerical support for the Parks, Recreation and Community Services main office for an estimated cost of \$9,280.

Bill Linford, representing the Commission on Aging, said seniors who use the Senior Center view the Center as an asset, but some volunteers do not place the same value on the Center. Since the usage of the Center has increased the volunteers or on-call help to secure the facility has not been adequate. He said the Commission feels the part-time position requested will provide a more secure environment for the Center.

Tom Stoffregen, Chair of the Parks and Recreation Commission, said the Commission supports the Department recommendations. John Roman, representing Senior Center, Inc., said his group also supports the recommendations.

Council Member Slaven said he felt all three recommended allocations were justified.

Vice Mayor Rominger suggesting contracting for the soccer field maintenance.

Mr. Barry said his staff feels the care of new fields is particularly important in the first couple of years of development and would rather assume the responsibility to maintain that level of care.

Sheryl Sullivan, President of Woodland Public Access Television, said her group's main goal is to obtain a building. She said Public Access has located an empty City building and will present a proposal to the City Council on June 6. She said once a facility is obtained Woodland Access will need extra funding for remodeling and start up costs. The current budget for Woodland Access is \$25,000 which was adequate when there was no facility. She said they will be more community oriented and will develop programs for allowing students and youth to work on their own visual media programs. She presented Council with a proposed budget which would provide a full time employee for Public Access, but she said additional funding will be necessary.

Ruth Stegman of Public Access said there will also be internships to the government channel as well as the educational channel start up. She said there are a number of other programs Woodland Access will take on but cannot do those projects without a facility.

The Finance Director briefed the Council on the General Fund revenue history as well as projected revenue. She said the overall 1995-96 Operating Budget has a 7 percent increase in revenues matching the estimated increase in expenditures.

Police Chief Russ Smith presented information about alternative revenue sources based on Council's desire to add police officers to the City's work force.

Management Analyst Dean Gualco said five additional patrol officers are requested in FY 1995-96 at an estimated cost of \$280,596 or \$56,119 per officer. He said those estimates are first year costs, and if the officers go to the next pay level the next year costs would increase. He said the Department staff looked at franchise and utility fees and business taxes which are three of seven revenue alternatives, and he projected revenues if either of those fees were increased. He then responded to questions from the Council about imposing any caps on the proposed fees.

Vice Mayor Rominger asked for a comparison of the total number of employees in the Police Department from 1981 through 1994 to see if allocating funds for additional

patrol officers is appropriate.

Chief Smith said from his perspective his Department is short in the Patrol Division, and he wants to respond to the Council's desire to see officers on the street answering calls on a seven-day per week, 24-four hour per day basis. He gave Council a listing of the positions added since the early 1980's primarily from traffic grants, and after three years when the grants run out he said the City picks up the total cost of those officers. He said none of these positions dealt with the seven-day per week, 24-hour per day responsibility which the Patrol Division has.

Mayor Sandy said he was interested in estimates on the revenue increases through enforcement with the addition of another officer. The Finance Director said she would report back to the Council on the estimates.

Responding to a question from Council Member Slaven, Chief Smith said the request for five additional patrol officers does not take into account the population increase with development of the Southeast Area. He said he plans to report back to the Council with a long range plan.

The City Manager said staff's intent at this meeting was to review revenue options for the hiring of additional officers, and he said the most effective way of adding officers is to identify some revenue source which makes sense. He said the Council will also be receiving recommendations from the Road Maintenance Task Force on revenue options. The Council will have to decide which options seem appropriate.

The Finance Director briefly reviewed the water and sewer enterprise funds indicating fees match with expenses, but she said there are issues with the storm drain fund which will be addressed later in the year.

ADJOURNMENT:

At 9:38 p.m. the meeting was adjourned.

City Clerk of the City of Woodland